

COMMUNITY CORRECTIONS DIVISION



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Prepared for the 57th Montana Legislature

by the

Department of Corrections

January 2001

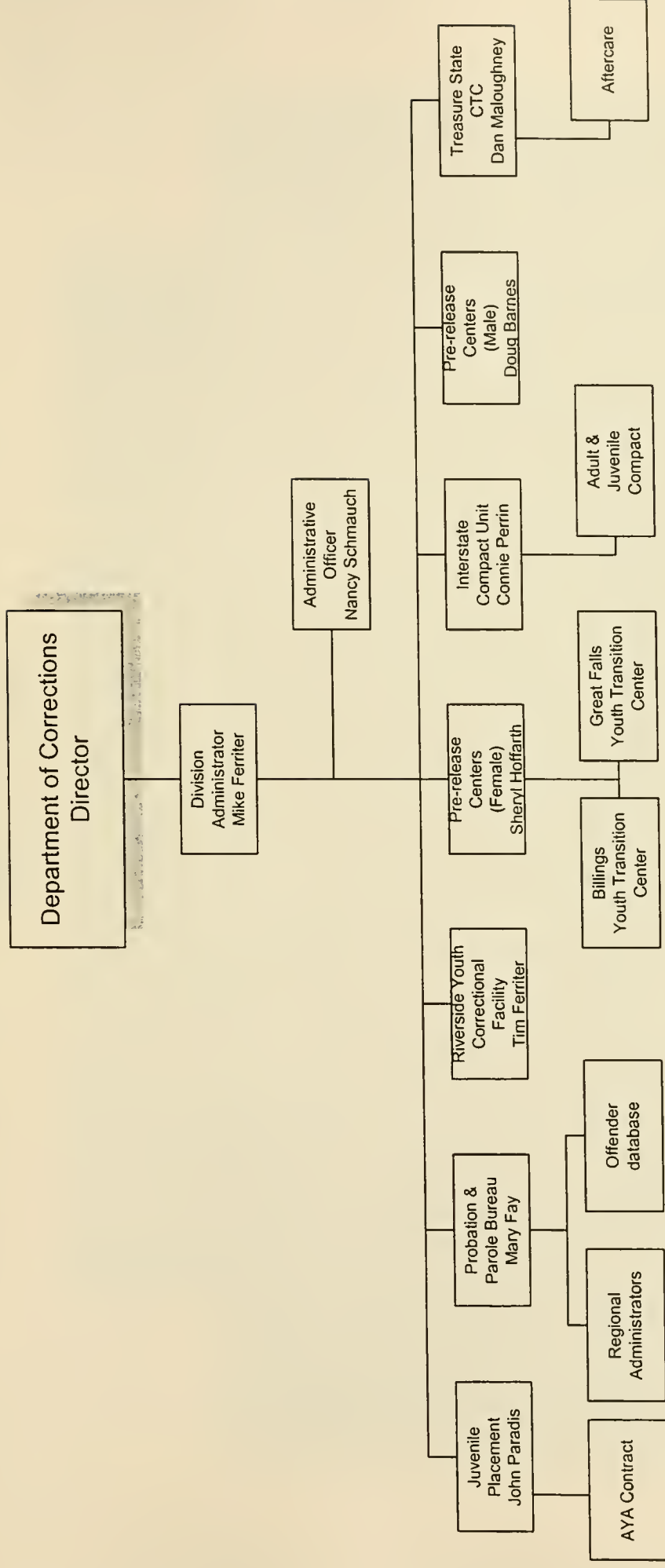


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Community Corrections Division Organizational Chart

January 22, 2001





Community Corrections Division

Mission

The Department of Corrections is dedicated to public safety and trust by holding adult and juvenile offenders accountable for their actions against victims through custody, supervision, treatment, work, restitution and skill development.

The Community Corrections Division promotes the Mission of the Department of Corrections by providing effective supervision, sanctions, custodial and alternative programs to adult and juvenile offenders. The Division provides offender supervision and programming in a professional manner that supports the needs and concerns of crime victims, their families and the citizens we serve.



RICK DAY, Director



MIKE FERRITER, Administrator



MONTANA DEPARTMENT OF CORRECTIONS COMMUNITY CORRECTIONS

Department Goals and Objectives:

Goal 1 To improve the safety of the Montana public and the security of our communities and homes.

Objective Manage a diverse correctional population through the strategic use of department and contract resources.

Goal 2 To promote public trust through openness, responsiveness and program evaluation.

Objective Provide the public access to Department business.

Goal 3 To provide accurate, timely information and support that contributes to the restoration of victims of crime.

Objective Increase awareness of the needs of crime victims and respond to their concerns.

Goal 4 To reduce the risk that offenders will re-offend.

Objective Provide offenders with appropriate supervision, programming and work opportunities that encourage positive change.

Goal 5 To operate correctional programs that emphasize offender accountability.

Objective Provide offenders discipline, classification, restitution and work.

Goal 6 To provide work and program environments based on professionalism, personal responsibility, and respect.

Objective Operate the Department in an effective, safe and fiscally responsible manner.

Community Corrections Division Key Tasks:

- 1.1 Enhance community supervision through appropriate staffing levels. (53-1-202 MCA)
- 1.2 Expand contracts with providers that have proven to be effective and safe. (53-1202 (2) (1); 53-1-202 (b); 41-5-1523(2) & 53-1-203 (c) (j) MCA)
- 2.1 Utilize Administrative Rules when siting or expanding Residential facilities. (53-1-203(9) MCA)
- 2.2 Better utilize the Department's Newsletter to share information.
- 2.3 Include the Department's Public Information Officer in at least one Division Management Meeting annually in order to address the Division's public relation needs.
- 2.4 Each Unit/Bureau will develop a public relations program with the assistance of the Information Officer.
- 2.5 Automate the entire Division in an effort to better evaluate programs. (53-1-203(h)(I) MCA)



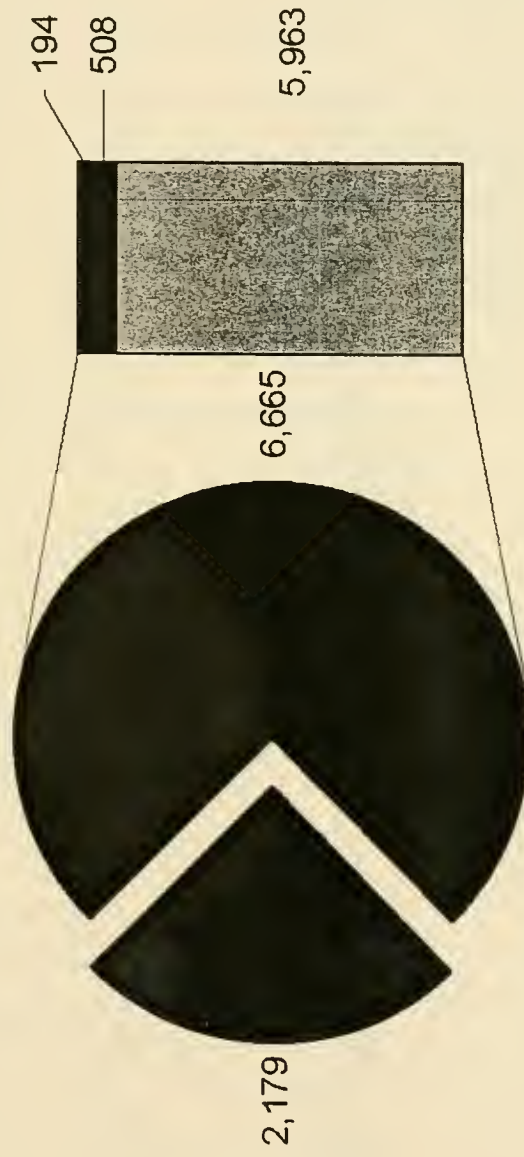
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- 2.6 Require that all programs under contract with Division have an effective means of measuring success. (53-1-203(h) (I) (ii) MCA)
- 3.1 Provide adequate staffing levels to respond to victim impact statements in the Pre-sentence investigation process. (46-18-111 MCA)
- 3.2 Add staff to TSCTC that would allow for continuation of the victims program. (53-30-403(b) MCA)
- 3.3 Add P&P Bureau staff specially trained to address the needs and issues of victims. (46-23-1004 MCA) *modified*
- 3.4 Maintain access to the Criminal Justice Information Network (CJIN) in each region. (46-18-112(b) MCA)
- 3.5 Provide adequate staff in Residential Programs, thus allowing for Community Service Projects. (53-1-201(2) MCA)
- 3.6 Increase the collection of restitution payments by offenders by 20% by establishing employment services to offenders. (46-23-1011 & 46-23-7021 MCA)
- 4.1 Develop community corrections services for Adult and Juvenile sex offenders. (53-1-202(c) & 53-1-202(3) MCA)
- 4.2 Utilize local detention options as intermediate sanctions for rule violations.
- 4.3 Continue to make funds available for placement of adult and juvenile offenders in treatment programs including chemical dependency. (53-1-201(1)(2) MCA)
- 4.4 Maintain adequate staff levels, thus allowing for an accredited Educational Program at Riverside Youth Correctional Facility. (53-1-202(9); 41-5-1523 & 53-1-201(2) MCA)
- 5.1 Gain adequate funding to allow for continued community programming. (53-1-202 (c) & 53-1-202(3)(b) MCA)
- 5.2 Expand Intensive Supervision Programs. (53-1-202(2) (ii) MCA)
- 5.3 Expand the utilization of urinalysis monitoring as outlined by federal guidelines. (53-1-201(2); 46-23-215; 46-23-1002 & 46-23-1011(1)(2) MCA)
- 5.4 Expand the utilization of urinalysis monitoring as outlined by federal guidelines. (53-1-201(2); 46-23-215; 46-23-1002 & 46-23-1011(1)(2) MCA)
- 6.1 Improve the rate of collection of Supervision Fees (46-23-1031; 45-9-202(ii) & 53-1-203(c) MCA)
- 6.2 Expand Community Corrections Programs that are cost effective and that serve as a viable alternative to incarceration. (53-1-202(c) & 53-1-202(b) MCA)
- 6.3 Enhance professionalism, staff salaries, staff retention & recruitment by utilization of the Competency Based Management Program. To improve the quality of the Division employees is to improve on performance relative to public safety. (53-1-201 (1)(2); 53-1-203(e); 46-23-1002; 46-23-1003(1)(2) & 46-23-1004(6) MCA)



Community Corrections has 75% of Adult Average Daily Population FYE2000



■ Secure Custody ■ ISP ■ Prerelease ■ P&P

CORRECTIONS POPULATION MANAGEMENT PLAN

1/FISCAL/2023/FF/MGM/21 WK4

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Adult "Institutional Population" includes

Offenders housed in an Institution

Offenders housed in Pre-Release Centers (PRC)

Offenders on day reporting to Pre-Release Centers

Offenders on Intensive Supervision in Probation & Parole

FY00Data, Projection for FY 01-02-03-04-05

Male Institutional Population					SYSTEM AT CAPACITY				
Actual FYE 96 Population on 06-30-96	Actual FYE 97 Population on 06-30-97	Actual FYE 98 Population on 06-30-98	Actual FYE 99 Population on 06-30-99	Actual FYE 00 Population on 06-30-00	Estimated FYE 01 Population on 06-30-01	Estimated FYE 02 Population on 06-30-02	Estimated FYE 03 Population on 06-30-03	Estimated FYE 04 Population on 06-30-04	Estimated FYE 05 Population on 08-30-05
Projection-Updated w/FY00 Data					2,907	3,072	3,239	3,404	3,570
Yearly Growth					5.10%	5.68%	5.44%	5.09%	4.66%
Montana State Prison	1,222	1,319	1,343	1,268	1,300	1,300	1,300	1,220	1,233
Central Reception	0	0	0	0	0	0	0	154	160
MSP Old Reception	81	63	0	0	0	0	0	0	48
MSP Off-site	0	0	0	0	0	0	0	0	0
Cascade Co Reg Prison	0	0	151	136	146	146	146	146	148
Dawson Co Reg Prison	0	0	127	137	138	138	138	138	140
Missoula Co Reg Prison	0	0	0	133	130	138	136	138	140
Southwest Montana Reg Prison	0	0	0	0	0	114	2	138	140
Crossroads	0	0	278	405	422	536	560	550	568
Other Contract Beds	0	0	0	378	420	420	3	512	512
Comm Corr, DOC Commits	125	263	266	0	0	0	0	0	0
Treasure State CTC	203	183	88	33	27	27	18	19	20
PRC - Residential	33	21	25	49	50	50	50	50	50
PRC Transitional Living	249	253	356	409	450	480	5	600	640
P&P Intensive Supervision	11	19	17	18	18	24	24	24	24
Total Beds:	120	153	160	205	220	235	235	265	285
	2,044	2,280	2,431	2,766	2,907	3,072	3,239	3,404	3,570

1. Remodel Old Reception Unit; increase 80 beds

2. Phase-In of Central Reception Unit

3. Phase-In of Renovated Old Reception Unit -48 beds

4. Increase SMRP Contract Beds-FY04

5. Increase CCA Beds-FY04

6. Increase Contract Beds-FY05

7. PRC-Add 40 New beds -FY04

8. PRC-Add 40 New beds -FY05

9. ISP add 30 to caseload-FY04

10. ISP add 30 to caseload-FY05

1. Add SMRP Contract Beds-FY02

2. Increase SMRP Contract Beds-FY03

3. Add to CCA 88 Beds-FY03

4. PRC-Add 30 beds to existing-FY02

5. PRC-Add 80 New beds -FY03

6. PRC-Add 40 regular beds

7. PRC-Add 6 Trans. Living Stod -FY02

8. PRC-Add 15 to caseload-FY02

9. PRC-Add 15 to caseload-FY02

10. PRC-Add 15 to caseload-FY02

1. FY01 Increase CCA Contract-FY01

2. PRC-Add 41 New beds -FY01

3. ISP add 15 to caseload-FY01

CORRECTIONS POPULATION MANAGEMENT PLAN

FISCAL YEAR 2003 FPMG0821 WK4

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21-Aug-00

Adult "Institutional Population" includes
Offenders housed in an Institution
Offenders housed in Pre-Release Centers (PRC)
Offenders on day reporting to Pre-Release Centers
Offenders on Intensive Supervision in Probation & Parole

FY00 Data, Projection for FY01-02-03-04-05

Female Institutional Population										
	Actual FYE 96 Population on 06-30-96	Actual FYE 97 Population on 06-30-97	Actual FYE 98 Population on 06-30-98	Actual FYE 99 Population on 06-30-99	Actual FYE 00 Population on 06-30-00	Estimated FYE 01 Population on 06-30-01	Estimated FYE 02 Population on 06-30-02	Estimated FYE 03 Population on 06-30-03	Estimated FYE 04 Population on 06-30-04	Estimated FYE 05 Population on 06-30-05
Projection-Updated w/FY00 Data	32.89%	10.14%	56.58%	6.30%	12.65%	6.67%	7.57%	7.34%	6.55%	6.15%
Yearly Growth	70	67	70	70	70	70	70	70	70	70
MT Women's Prison	3	3	9	19	22	13	26	0	0	0
Jail Holding / Offsite	0	0	0	2	5	5	5	12	12	12
TSCC - Women	0	0	29	48	48	72	72	0	0	0
Contract Beds	36	68	93	85	107	107	107	127	127	147
PRC - Residential	7	4	2	2	1	1	8	8	8	11
PRC Transitional Living	22	10	35	27	32	36	39	39	39	39
P&P Intensive Sup	138	152	238	253	285	304	327	351	374	397
Total Beds:										

- 1 Decrease Jail Hold Usage
- 2 Increase Contract Bed Usage
- 3 Add 4 ISP Slots-FY01

- 1 MWP Building Construct complete 12/02(FY03)
58 minimum custody beds, 4 intake beds,
7 mental health beds, 11 maximum
custody beds, 24 close custody beds,
80 medium custody beds, and 26 minimum
restricted beds. Total beds available=210
Less 5 beds for movement=205 operational
capacity
- 2 Increase Jail Hold Usage-FY02
- 3 Increase Boot Camp beds-FY03
Addition of female unit
- 4 Decrease Contract Beds to 0-FY03
- 5 Add 20 New PRC CD Beds-FY03
- 6 Add 7 Transitional Living Slots FY02
- 7 Add 3 ISP Slots-FY02

- 1 Add 20 PRC CD Beds-FY05
- 2 Add 3 Transitional Living Slots FY05



CORRECTIONS POPULATION MANAGEMENT PLAN

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20-Dec-2000
04-Apr-00

Juvenile "Institutional Population" includes:
Delinquent youth housed in an institution (Pine Hills, Riverside)
Delinquent youth in transitional centers
Delinquent youth in contract programs / bed space (Aspen, contract Beds)
Delinquent youth in DOC community based programs (Independent Living)

Juvenile Institutional Population									
	Actual FY 96 ADP	Actual FY 97 ADP	Actual FY 98 ADP	Actual FY 99 ADP	Actual FY 00 ADP	Estimated FY 01 ADP	Estimated FY 02 ADP	Estimated FY 03 ADP	Estimated FY 04 ADP
Yearly Growth	N/A	17.17%	8.62%	1.19%	-21.60%	22.54%	1.22%	6.85%	0.00%
Pine Hills	84	89	86	84	65	110	118	135	135
Riverside Secure Female	0	0	13	15	16	18	18	18	18
AYA*	47	52	48	47	45	48	48	48	48
Secure Contract Beds *	53	74	86	88	56	45	40	40	40
Transition Centers	14	17	19	21	18	24	24	24	24
Total Beds:	198	232	252	255	200	245	248	265	265

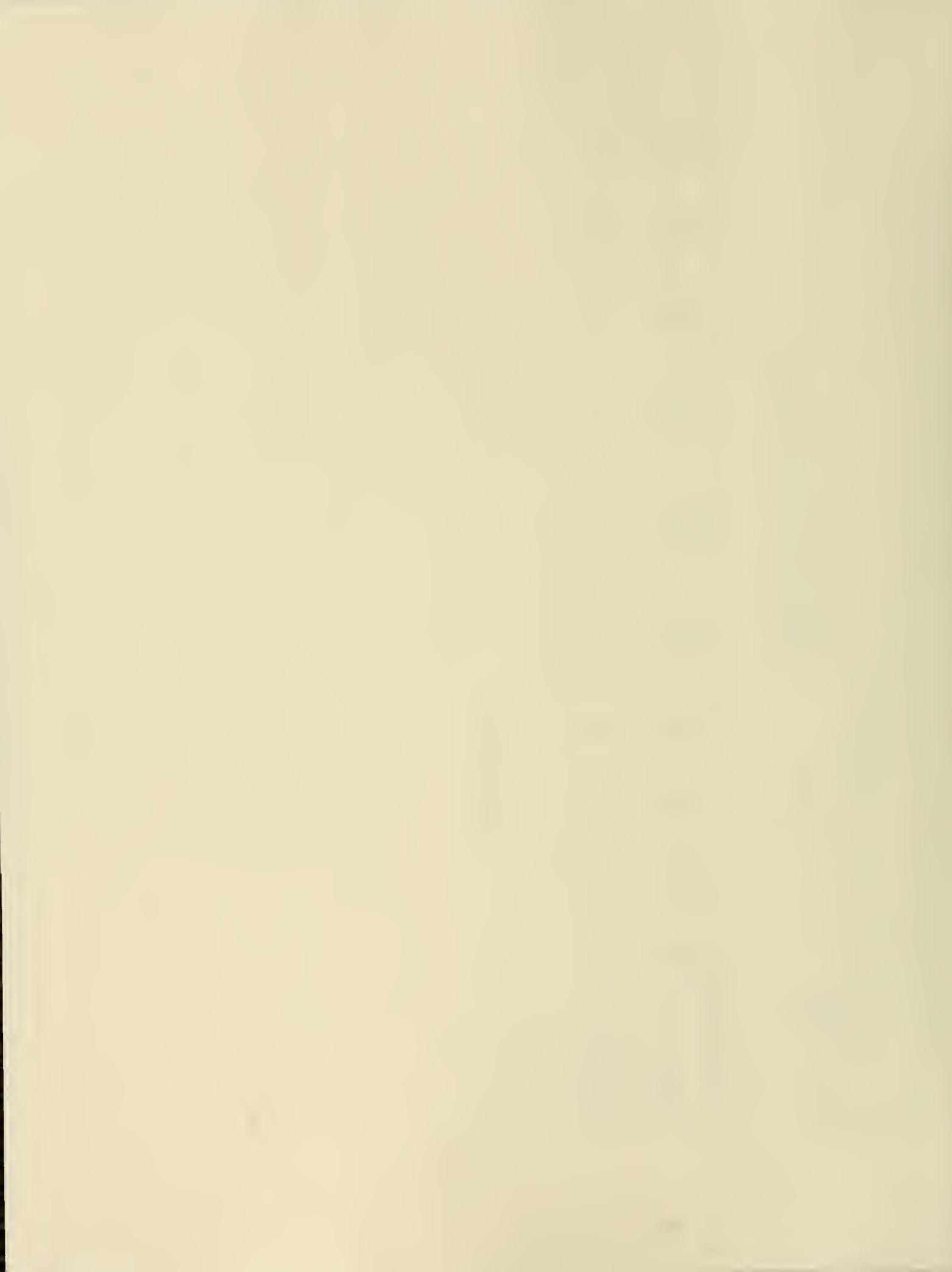
* Alternative Youth Adventures

1. Expand PHS to 120 beds Capacity including
23 SO/24 CD beds in expansion

1. Completion of PHS expansion to
144 beds 11/01 - FY02

** Full Implementation of Juvenile
Delinquency Intervention Project.
It is anticipated that secure
placements should remain at least
static under this project

* Secure Contract Beds include
secure care juvenile beds for youth
with risk scores of 12 or above.



JUVENILE RESIDENTIAL PLACEMENT UNIT

Mission Statement

The mission of the Juvenile Residential Placement Unit is to facilitate the out-of-home placement of juvenile offenders by the Department of Corrections and the Youth Courts into appropriate facilities and programs; providing for the protection of the public, holding youth accountable, developing individual competencies, and managing available resources.

Unit Tasks

The Juvenile Residential Placement Unit has five primary tasks to perform in order to fulfill its mission. Each task must be accomplished in unison with the others and must be coordinated with other Department Divisions. All five tasks are equally important in the overall function of the Unit and any one area cannot be neglected without adversely affecting the overall effectiveness of the Unit. The task areas are:

- I. Placement process and procedure**
- II. Fiscal management and tracking**
- III. Contract and program development**
- IV. Oversight of Alternative Youth Adventures Program (AYA)**
- V. Development and management of Intervention in Delinquency Pilot Project**

Unit Staffing

Current staffing of the Unit consists of:

- 1.0 FTE Unit Manager. Full time, located in Helena.
- 0.5 FTE Administrative Officer. Half time, located in Helena.
- 0.5 FTE Administrative Officer. Half time, located in Helena.
- 1.0 FTE Contract Liaison position with AYA and U.S. Forest Service.

Task Functions

I. Placement Process and Procedure

The Juvenile Residential Placement Unit develops and provides oversight of the Regional/Judicial District Youth Placement Committees. This includes the establishment of the procedures and policies through which the Department of Corrections administers the funding of services and placements of Juvenile Offenders referred to or committed to the Department. These procedures include the creation and monitoring of a formal process of placement in compliance with current statutes. Additionally it requires the review and revision of Administrative Rules governing the operation of the Youth Placement Committees, development and implementation of training materials and information relative to the operation of the committees. The Unit researches, develops, and administers Division and Department policies relative to the placement of youth and the processes through which placements are made. The Unit's staff monitor and track placements made in all six

Regions; logging personal, legal, demographic and other placement data and correlating that data with CAPS placement and payment entries. The Unit researches and determines the scope and extent of services needed, and develops and administers appropriate contracts for the provision of such services. In cooperation with the Department of Corrections Contract Bureau, the Department of Public Health and Human Services, and the Office of Public Instruction, the Unit establishes service PROFILES, facility and program descriptions, maintains records of available providers, monitors facility and program populations, and provides information relative to such programs and facilities to the Departments and agencies involved in placements. The Unit tracks and gathers information on individual programs and their respective costs, and acts as a liaison between elements of the Department, the providers, and other state and local agencies.

The Unit is responsible for the development and administration of special projects and programs relative to Juvenile Residential Placement, including Pilot Programs, community diversion and prevention program development and funding, and specialized contract services.

Additional duties relative to placement of juvenile offenders include the provision of research and support to the Department Legal Unit relative to placement and Youth Court Act issues. In legislative years such support may include the review and drafting of proposed legislation to determine impact on all elements of the system.

II. Fiscal Management and Oversight

The Unit, in cooperation with the Fiscal Bureau of the Department, develops and administers placement budgets. Administration includes the monitoring of the Regional expenditures relative to placements, shelter care, supplemental programs, and detention services. This process also includes the coordination of budget projections, placement and service needs, and facility contracts with DPHHS, OPI, and other local and state agencies. The development of placement budgets is done partially through cost projections and analysis of placement history and options, development of alternative funding sources, review and approval of CAPS and SABHRS payments and review and approval of all CAPS payment entries for accuracy. Data entry includes entry of placement and payment information into the CAPS system and data entry from all Youth Placement Committee reports into a Lotus/Excel spreadsheet. Additionally all discharges of Juvenile Parole are tracked and logged along with case closures of Juvenile Probation cases. All fiscal issues, payments, budget and payment related policies, and administrative actions taken regarding fiscal management are done in coordination with the Fiscal Bureau, Financial Specialists, DPHHS, Service Providers, OPI, Regional staff, and Youth Court Probation Officers.

III. Contract and Program Management

The Juvenile Residential Placement Unit identifies and develops placement programs for all youth referred to or committed to the Department from Montana Youth Courts. This includes the development and monitoring of facility and program contracts, special pilot

projects, Memorandum of Understanding services, Interagency Agreements, and special grant projects. The Unit reviews and monitors all statewide Youth Placement Committee activities, monitors case discharges, closures, service closures, and reviews fiscal management of placements and services provided. Analysis of data gathered during the course of these activities is provided to Regional Administrators, Division Administrators, Chief Probation Officers, and other parties requiring such information to make administrative and management decisions.

Staff Functions

Unit Manager - 1.0 FTE The Unit Manager is responsible for the overall operation and supervision of all phases of the Unit. The position provides overall administrative direction for all program management, fiscal and performance reviews, policy development and implementation, and provides direction to staff, contract providers, contract service providers and temporary support staff. He/she reviews all CAPS payments and service entries for timeliness and accuracy, compares and contrasts all payments with Youth Placement Committee data entries, reviews Lotus/Excel data and entries, and establishes audit processes based on those reviews. All YPC reports are monitored to assure compliance with statute and policy. He/she provides information and research to all department staff relative to Juvenile Placements. He/she researches and drafts responses for the Division Administrator and Department Director relative to Juvenile issues, and researches and provides information and advice relative to Juvenile Placement decisions to fiscal staff, Regional staff, and the Department management team.

Administrative Assistant - .5 FTE The Administrative Assistant provides support for the Unit Manager in the overall operation of the Unit. He/she provides specific expertise in the area of fiscal tracking, data entry, and monitoring and tracking of facility services, contracts, and payment issues. He/she monitors and tracks all detention service payments related to Department detention costs, assists in screening of youth placed in contract programs, and conducts face to face interviews with offenders upon their completion of program components. This position is responsible for reviewing CAPS data for accuracy, securing policy compliance, and serving as Unit liaison between Department Divisions. This process involves frequent contact with other agency staff, contact with providers and the public, parole and probation field staff, and Regional Administrators. This position is responsible for direct contacts with the AYA program, intake AYA screening, and exit interviews with youth completing the program. This position is the focal point for AYA program coordination.

Administrative Support Services - .5 FTE This position provides for the initial sorting and review of all received Youth Placement Committee reports. Sorting and review may require follow up information requests, telephone contact with parole and probation staff, and logging of data and information received. Other duties include phone answering and call routing, screening and arranging appointments, scheduling and arranging meetings, and drafting correspondence as required. Special duties and assignments relative to projects may be assigned as needed. This position organizes file systems, tracks and logs discharges and file closures, answers phones, sorts correspondence and mail, screens calls, and monitors

probation case closures to close YPC case files. Additional duties may include assisting other Division employees in special projects, filing, and general clerical duties. Position is responsible for overall office management and organization as well as back up coverage for the Administrative Assistant position.

1.0 FTE Contract Liaison position with AYA and U.S. Forest Service.- A fully contracted position that serves to provide direct communication between the AYA Back Country Program, the U.S. Forest Service, and the Department. This position inspects and monitors plans of operations as they occur in back country areas, facilitates AYA operating policies, develop required National Environmental Protection Act (NEPA) analysis reports and studies, and investigates all significant incidents involving AYA and back country operations. The individual contracted conducts on site inspections and interviews with program participants, arranges meetings with Forest Service personnel, coordinates emergency plans, and provides expertise and advise to department staff regarding special use permitting processes.



STATE OF MONTANA
DEPARTMENT OF CORRECTIONS
COMMUNITY CORRECTIONS DIVISION

PROBATION AND PAROLE
BUREAU

ALTERNATIVES TO INCARCERATION

January 2001

Governor Judy Martz
State of Montana

Director Bill Slaughter
Dept of Corrections

Mike Ferriter, Administrator
Community Corrections Division

Mary Fay, Chief
Probation & Parole

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Probation & Parole Bureau Executive Summary

At any given time, 75% of felony offenders within Montana's Corrections system, reside in the community and are supervised by Montana's Probation & Parole Bureau (PPB).

In 1997, Montana's Supreme Court made a decision that provided the bureau with the impetus to improve offender supervision and the way we do business. The court held in *Starkenburg v. State* that Probation & Parole officers have the "duty to exercise reasonable control" to prevent offenders from doing harm. The PPB took seriously this Supreme Court's decision that mandates Probation & Parole Officers to protect the public. It was an expensive lesson financially and it destroyed the level of trust by held by the public. But most importantly lives were destroyed due to the terrible acts of an offender on parole.

Montanans desire and deserve safe communities. The PPB is committed to providing the necessary services to meet these increasing challenges. The PPB recognizes that community supervision should mean more than a fifteen (15) minute visit once a month in the office. Indeed, the Probation & Parole Bureau decided to change the way their duties were performed by changing supervision practices, and employing an effective case management policy. It is no longer business as usual.

The bureau's new case management policy includes networking within the community by collaborating with all available community resources (e.g. community residents, local law enforcement agencies, treatment providers, job training specialists, employers and other members of the criminal justice system, etc.) in the performance of their supervision duties. This collaboration will result in improved services.

Improving offender supervision in the community requires adequate and necessary resources. It will take several years with these new resources, improved offender case management and community networking to reach all stated objectives. But these initial steps provide meaningful direction for community corrections.

Currently, there are approximately 6300 adult and juvenile cases under the supervision of the PPB. The daily tasks of the Probation & Parole Officers include:

- ◆ seeing offenders in their homes and place of employment;
- ◆ ongoing dialogue with victims and other significant persons;
- ◆ conducting late office reporting for offenders during evenings and week-ends;
- ◆ testing offenders randomly and regularly for drug use;

- ◆ referring offenders for substance abuse treatment and other services;
- ◆ communicating with treatment providers (chemical dependency/mental health and sex offender providers) to monitor the offender's behavior;
- ◆ participating in intervention hearings and court hearings;
- ◆ arresting offender's for violations and using jail sanctions to gain compliance;
- ◆ determining the amount of restitution owed to the victim(s) and monitoring it's collections;
- ◆ tracking arrest data and monitoring court dispositions;
- ◆ writing Pre-Sentence Investigations for the court to assist with sentencing decisions;
- ◆ writing Progress and Conduct reports and Reports of Violation to District Court Judges and the Montana Board of Pardons and Parole to communicate information regarding the offender's behavior;

The numerous activities listed above, combined with large caseloads, creates a situation where little time remains for both meaningful interaction and oversight of offenders. However, with our new direction and resources, PPB has immense potential to make Montana communities safer by doing more for the juveniles and adults under community supervision, guiding them to become productive citizens and good neighbors.

By adopting a new and improved policy for the Case Management and Supervision Standards for offenders, combined with lowering caseloads to 65-70, community supervision can truly take on the challenges of the following objectives:

- ◆ Protecting public safety
- ◆ Holding offenders accountable to victims and the community; and
- ◆ Developing competency and character to assist offenders in becoming responsible and productive members of society.

The following are the new resources added and developed to meet these objectives:

➤ **Sixteen (16) Adult Probation & Parole Officers**

- Reduced caseloads Officer to Offender ratio from 1:89 to 1:69
- Implementation of enhanced Case Management & Supervision Standards

➤ **Two (2) Juvenile Parole Officers**

- Missoula Officer-Community Outreach Program
- Kalispell Officer-Multi-systemic therapy (MST) program

- **Four (4) Specialized Officers for Sex Offenders & Victim Advocates**
 - Reduce caseloads of 1:40 ratio (officer to offender)
 - Community Outreach & education
 - Improved victim Advocacy and services
 - Specialized Training-Close involvement with Treatment Providers
- **Twelve (12) half time Probation & Parole Officer Technicians (PO Techs)**
 - MLEA Basic P&P Training for three weeks
 - Assist POs in the smaller one to two person offices located in Glasgow, Sidney, Glendive, Lewistown, Shelby, Livingston, Hardin, Dillon, Anaconda, Thompson Falls, Libby, Polson
 - Drug testing of opposite sex offender, improve case management
- **Multi-systemic Therapy (MST) program for Juvenile offenders who need intensive family intervention and counseling**
 - Piloted in Kalispell with Board of Crime Control Grants (April 2000)
 - Targets chronic, violent or substance abusing juvenile offenders
 - Ages 10-17
 - 4 families per therapist (2.5 therapists)-on call 24 hours/day-7 days/wk
 - 3-5 month duration for each offender and family
 - Goals are to reduce offender criminal activity and other types of antisocial behavior while decreasing the rates of incarceration and out of home placements
- **Enhanced services for Juvenile & Adult offenders who need Chemical Dependency assessments and treatment**
 - Contracted for a total of 230 hours per week of chemical dependency services
 - Services provided in Billings, Hamilton, Missoula, Great Falls, Helena, Bozeman, Butte, Kalispell, and Polson
- **Enhanced services for Juvenile & Adult offenders who need employment and skills development**
 - Contracted for a total of 94 hours per week of employment services, job developer and skill development
 - Services provided in Billings, Hamilton, Missoula, Great Falls, Helena, Butte, Bozeman, Kalispell and Polson

Other policies and programs developed to meet these objectives:

- ◆ Effective case management and monitoring of offenders, which includes important collateral contacts and networking within each community;
- ◆ Specialized training to effectively work with high risk sex offenders
- ◆ Increased restitution to crime victims (Restitution Accord with Department of Revenue and Judges) and enhanced focus on victim services;
- ◆ Interstate Specialists handling cases transferring in and out of Montana;
- ◆ Intervention Hearings with option of using jail sanctions to provide an immediate and meaningful consequence to offenders for violating supervision contract;
- ◆ Officers working non-traditional hours, in evenings and on week-ends;
- ◆ Probation Officer Technicians in smaller offices to assist Probation & Parole Officer with drug testing, offenders supervision and collateral contacts;

Montana's prisons' system admissions are made up of approximately 38% probation violators and 11% parole violators. The PPB has the goal of reducing the number of probation violators and parole violators who are incarcerated by using alternative and intermediate sanctioning. Reducing the number of violators incarcerated will ensure there is sufficient prison capacity for violent offenders, sexual offenders and/or chronic offenders, those offenders who most need to be incarcerated.

With our new level of resources, the PPB is an effective alternative to incarceration. The PPB is making a difference while making Montana communities safer.

The PPB staff views their role as follows: to improve public safety; be visible in the community; provide surveillance to offenders in the community; provide enhanced services to victims; enforce the conditions ordered by the court or the Board of Pardons & parole; reduce substance abuse; and refer offenders to appropriate and effective resources such as treatment and employment services.

The PPB commitment to providing improved services is based on the following:

- ◆ Department of Corrections philosophy and mission
- ◆ Professional desire among PPB staff to improve the quality of their work.
- ◆ The Montana Supreme Court's decision in *Starkenburg v. State of Montana* that mandates the PPB to protect the public.
- ◆ Outstanding restitution due to Crime Victims and victim's dissatisfaction with services.
- ◆ Levels of revocation that continue to impact Montana's prison system.

Public safety and officer safety are key elements to the work of Probation & Parole. This proposal strives to impact safety issues by adding more officers to the community and make them available at the time of the day that is more conducive to offender supervision. This proposal provides the needed resources that will allow officers the time and more opportunity to be out of their office networking in the community.

When discussing public safety issues, the topic of sex offenders usually is the first issue mentioned. This proposal addresses this issue. Changes in the law requiring sex offender and violent offender registration and community notification laws have elevated the awareness level of the general public, and thus has elevated the expectations of Probation & Parole officers.

Most importantly, this proposal offers better services to Montana's taxpayers and to crime victims while enhancing offender accountability and improving the chance for offenders to become productive and law abiding members of our communities.

HISTORY

In 1955, the Adult Probation & Parole Bureau was established by the Montana Legislature.

As stated in Statutes *46-23-1001 through 46-23-1106, MCA*, the Department of Corrections was given the authority to:

- ❖ appoint probation and parole officers and other employees necessary to administer this part;
- ❖ authorize probation and parole officers to carry firearms, including concealed firearms, when necessary. The department shall adopt rules establishing firearms training requirements and procedures for authorizing the carrying of firearms.
- ❖ adopt rules for the conduct of persons placed on parole or probation, except that the department may not make any rule conflicting with conditions of parole imposed by the board or conditions of probation imposed by a court.

In 1969 the Montana Legislature added Juvenile Parole (formerly known as Aftercare) through statutes *52-5-126 through 52-5-129, MCA*. The Department was given the authority to:

- ❖ Establish, maintain, and operate facilities within the annual or biennial budgetary appropriation, to properly provide custody, assessment, care, supervision, treatment, education, rehabilitation, and work and skill development for youth in need of these services. The youth must be 10 years of age or older and under 18 years of age. The facilities include but are not limited to the Pine Hills youth correctional facility in Miles City.

In 1995, due to the executive reorganization of Department of Family Services (DFS), and Department of Corrections and Human Services (DCHS), Juvenile Aftercare (Parole), was placed within the new Department of Corrections.

PROBATION & PAROLE BUREAU

ALTERNATIVE TO INCARCERATION

The Probation & Parole Bureau is a community-based program, operated by the State of Montana, Department of Corrections.

Probation is the most prevalent and cost-effective alternative to incarceration used by the courts.

The Probation & Parole Bureau is responsible for the supervision of adult probationers and parolees and juvenile parolees in Montana.

Over 75% of offenders are supervised in the community.

The Probation and Parole Bureau staffing consists of:

- ❖ 1 Bureau Chief
- ❖ 3 Administrative Support-ACIS-UA and Jail Sanction Data Base
- ❖ 6 Regional Administrators (RA)
- ❖ 12.5 Probation & Parole Officer II (POII)
- ❖ 86.5 Adult Probation & Parole Officers (PO)
- ❖ 4 Sex Offender Officers/Victim Services Advocate
- ❖ 13 Juvenile Parole Officers (JPO)
- ❖ 17 Intensive Supervision Program Officers (ISP)
- ❖ 10 Institutional Probation & Parole Officers (IPPO)
- ❖ 8 7 full time/2 part time Probation & Parole Officer Technicians (PO Tech)
- ❖ 20.5 (17 full time/7 part time) Administrative Support
- ❖ 181.5 Total staff

The bureau's "alternatives to incarceration" programs are as follows:

- ❖ Intensive Supervision Program-Electronic Monitoring
- ❖ Sex Offender Officers/Victims Specialists-Specialized officers supervising sex offenders and violent offenders with a focus on victim services.
- ❖ Jail Sanctions Program-Probation Violator Prison Diversion Program
- ❖ Chemical Dependency Services provided for offenders
- ❖ Employment Development Services provided for offenders
- ❖ Restitution Accord-Services provided for crime victims
- ❖ Multi-Systemic Therapy-Juvenile program for youthful offenders & their families
- ❖ Enhanced Case Management & Supervision Standards for all offenders
- ❖ Probation Officer Technicians in rural areas
- ❖ Drug and Alcohol Testing

PROBATION & PAROLE STAFFING

RESPONSIBILITY & DUTIES

REGIONAL ADMINISTRATORS (R.A.) (6 FTE)

RAs are responsible for all budgets and personnel issues in their perspective region. They also are the Hearing Officers for Adult and Juvenile On-Site (Parole Revocation) Hearings. The RA assesses all felony offenders committed to the DOC (DOC commitments) for appropriate placement in the correctional system.

With the executive reorganization in 1995, the Department of Corrections was given the responsibility of the Juvenile Parole system. RA's have the ultimate responsibility of approving funding for out of home placements for juveniles from the Youth Court. This is presently a budget of over \$10 million dollars.

PROBATION & PAROLE OFFICERS II (POIIs) (12.5 FTE)

POIIs are the line supervisors, who assist the Regional Administrator. POIIs supervise Probation & Parole Officers and administrative support.

POIIs are also the liaisons to the Pre-Release Centers (PRC) in their community for the Department of Corrections. They participate on the PRC board and are members of the screening committee, screening all offenders applying for acceptance into a PRC. POII acts as the Hearing Officer for Class I and Class II inmate violations at the PRC.

POIIs supervise the Intensive Supervision Program in their area. The Havre POII has a dual position and supervises Juvenile Parole offenders in the Hi-line area.

The POII at Montana State Prison provide supervision and direction to the Institutional Probation & Parole Officers (IPPO) at the Montana State Prison and Treasure State Correctional Training Center (Boot Camp). This POII is also responsible for the basic operation and training of all IPPOs at the three Regional Prisons located in Missoula, Great Falls and Glendive; Crossroads (CCA) Private Prison in Shelby, and the Montana Women's Prison in Billings.

ADMINISTRATIVE SUPPORT: 17 FTE & 7 (.5 FTE)

Administrative Support staff workload is heavy and varied as they support Probation & Parole staff and subsequent services. Their work is complex due to the legal ramifications and the felony offenders they interact with daily. In urban offices, two administrative staff provides administrative support for 18-25 officers. Administrative Support staff are responsible for the collection of offender data which is entered into the ACIS/PRO-Files management information system for the department of corrections.

PROBATION OFFICER TECHNICIAN: (PO Tech)-7 FTE & 2 (.5 FTE)

PO Technicians have been developed in order to provide assistance to the Probation & Parole Officers in the more rural areas where there is only one or two officers in a location.

These PO Technicians are trained at the MLEA Probation & Parole Basic course to assist the Probation & Parole Officer in duties such as offender urinalysis testing; PSI and Revocations reports, both investigation and writing; and home contacts with the offender, employer contacts and other collateral contacts with law enforcement. PO Technicians also provide the officer with administrative services, including the data entry of ACIS.

ADULT PROBATION & PAROLE OFFICERS: (86.5 FTE)

Probation & Parole Officers provide numerous services to their communities and the state. They have several bosses and wear many hats. They must balance the duties of being a counselor and a cop.

Even though they are Department of Corrections employees, they are responsible to the District Court Judges in the twenty-two Judicial Districts in the State of Montana. The courts order Probation & Parole to investigate and write Pre-Sentence Investigation reports on felony offenders. These reports assist the courts in sentencing felony offenders to the most appropriate placement.

Probation & Parole Officers also provide many functions for the Board of Pardons & Parole. The BOPP is a quasi-judicial board, appointed by the Governor, whose executive function is only attached to the department.

Officer's daily work involves daily contact with felony offenders, Judges, law enforcement, victims, attorneys, and treatment providers. Officers main responsibility is the effective monitoring, supervision, and counseling of probation offenders sentenced by the court and parole offenders released by the BOPP.

An average day for an officer includes visiting the offender's home, workplace, or treatment provider. It may include a search of the offender's home and seizure of contraband. When necessary, officers have the authority to arrest offenders. Officers not only have the authority to arrest but also carry firearms.

Officers collect urine specimens from offenders to test for illegal drug use. Officers also monitor restitution payments to the victim, fines to the court and collect supervision fees from the offender.

Offender control through sanctions and programming is the officer's ultimate goal. This goal will provide for community safety.

INTENSIVE SUPERVISION PROGRAM OFFICERS (ISP): (17 FTE)

Initially the Intensive Supervision Program, developed in 1987 as a pilot project in Billings, was financially supported by a grant from the Board of Crime Control. The offenders served by this program are inmates or higher risk diversionary offenders.

ISP monitors and supervises the offender at an intensive level, while the offender supports themselves and their family in the community. Offenders are mandated to work, pay restitution, volunteer for community service work, attend programming, and treatment, while under the close watch of the ISP Officer.

The Intensive Supervision Program, which includes electronic monitoring, is designed to provide a cost-effective alternative to incarceration for adult felony offenders.

ISP provides supervision for higher risk offenders. If not for the Intensive Supervision Program, many of these offenders would have been sentenced to prison or returned to prison as probation or parole violators.

During Phase I (the first three months) of Intensive Supervision, the offender is monitored electronically with an ankle bracelet. For those with a history of alcohol abuse, the officer uses the intoxilizer unit. Offenders on the Intensive Supervision Program may be sentence to probation as a diversion, released on parole (either released from incarceration or in lieu of return to the prison) or on inmate status. Most, if not all, of these offenders would be incarcerated if this program did not exist.

The goal of restorative justice is met when the offender pays victim restitution and completes community service hours. The basic goal of the Intensive Supervision Program is to provide intense supervision to an offender on a daily basis while requiring that offender to work and be responsible for his daily life needs.

ISP teams are located in the following communities:

- ❖ Billings (4)
- ❖ Great Falls (3)
- ❖ Missoula (4)
- ❖ Bozeman (2)
- ❖ Kalispell (2)
- ❖ Butte (2)

A team of two officers supervises a maximum of 30 offenders for a 1:15 ratio. Prior to accepting an offender for the Intensive Supervision Program, the Intensive Supervision Team requires each applicant be screened and accepted by a Screening Committee, which consists of community and law enforcement persons.

The main goal of this program is to provide the department with a cost-effective alternative to incarcerating offenders in prison, providing the punishment, public safety, and treatment objectives of the Department.

INSTITUTIONAL PROBATION & PAROLE OFFICERS (IPPO): (10 FTE)

Another unique position with the Bureau is the Institutional Probation & Parole Officer. Their purpose is to facilitate the placement of an inmate back into the community via Intensive Supervision, Pre-Release, Parole or Probation. They provide the coordination necessary for the prison, the Probation & Parole Officers, and Pre-Release Centers to expedite the transition of inmates from the institution to the community.

Institutional Probation & Parole Officers (IPPOs) provide a myriad of other services to the facilities to which they are attached and the offenders in those facilities.

IPPOs are located at the following locations:

- ❖ 3 at Montana State Prison (Deer Lodge)
- ❖ 1 at Treasure State Correctional Treatment Center (Boot Camp at Deer Lodge)
- ❖ 3 (1 at each of the Regional Prisons -Great Falls, Missoula, Glendive)
- ❖ 1 at Montana Women's Prison (Billings)
- ❖ 1 at Pine Hills Youth Correctional Facility (Miles City)
- ❖ 1 at Crossroads Correctional Center – Private Prison (Shelby)

These officers are the liaison between the correctional facilities/the Board of Pardons and Parole and Probation & Parole field staff. All offenders discharging or paroling from the prisons must be signed out and given a travel permit by the IPPO from the facility. IPPO's assist in screening offenders for pre-release centers & ISP programs.

The IPPOs also ensure the appropriate offenders have registered as Sexual/Violent offenders and the DNA testing has been accomplished.

IPPOs help the offenders develop a viable parole or release plan back in the community. Many offenders who are difficult to parole, specifically those with medical or mental health issues, require the expertise of these officers to assist them in planning and release from the facility.

SEX OFFENDER OFFICERS/VICTIM SERVICES ADVOCATE

All Probation & Parole Officers attend training specific to how to effectively supervise sex offenders. This training includes information about the Montana Sex Offender Treatment Association and the specialized treatment they provide for sex offenders, the various types of sex offenders, and the offender's cycle of abuse, red flags to relapse and relapse prevention.

Sex offenders are less likely to reoffend when they are actively participating in sex offender treatment and are being closely monitored by specialized officers. The National Center for the Effective Management of Sex Offenders recommends ratio of no greater than 1:40 when supervising high-risk sexual/violent offenders.

Montana has recently developed sex offender officer positions in the locations with higher concentrations of sex offenders. Each ISP team has one member of the team who has additional and specialized sex offender training to supervise sex offenders.

These sex offender officers are located:

- ❖ Missoula
- ❖ Helena/Butte
- ❖ Great Falls
- ❖ Billings
- ❖ Kalispell

The number of sex offenders in each Region:

Region I	95
Region II	87
Region III	85
Region IV	99
Region V	89
Region VI	22 (Glendive does not have any officers designated specifically to supervise sex offenders.)

These sex offender officers have attended several hours of additional training and have visited the Sex Offender program at the prison. Their expertise is key in understanding the laws which are specific to sexual/violent offenders, such as registration, community notification and DNA testing.

In those communities with sex offender officers, the officers are networking closely with the community, law enforcement, treatment providers and crime victims. These officers offer themselves as a resource for both law enforcement and crime victims. In addition to writing the Pre-Sentence Investigations on sex offenders, these officers understand the special needs of the victim and the resources available through the Crime Victims Units to assist them.

These officers involve themselves in the offenders' sex offender treatment by attending group sessions. By attending group sessions, it is made clear to the offender that the PO is closely monitoring them. In addition, this close involvement makes it more difficult for the offender to manipulate their Probation & Parole Officer.

Due to the fact that there is not any confidentiality between the therapist and the officer, supervision violations and red flags indicating relapse can be easily monitored. The officer and the therapist maintain an extremely close working relationship and rely on one another to provide effective management of sex offenders in the community.

These officers work closely with the Department of Justice, who maintains the registration file on Sexual/Violent Offenders.

JUVENILE PAROLE OFFICERS (JPO): 11 FTE and 4 (.5 FTE)

Unlike the adult Probation & Parole system, the juvenile system is split between two separate entities.

Juvenile Parole is a state program, within the Department of Corrections. Juvenile Parole Officers are responsible for the supervision of juvenile offenders released from the juvenile correctional facilities, such as Pine Hills Youth Correctional Facility and Riverside Youth Correctional Facility.

Juvenile Probation however, is a county, not a state program. The Juvenile Probation Officer or Youth Court Officer work for the Youth Court Judges in the twenty-two Judicial Districts. Juvenile Probation is not part of the Department of Corrections.

JPOs provide case management to all juveniles who are committed to the correctional facilities by the Youth Court. Due to the relatively short time (compared to the adult system) a juvenile may be in a facility, 6-12 months, the Juvenile Parole Officer maintains contact with the juvenile while he/she are in a correctional facility or residential/treatment facility. This case management includes working with the juvenile's family, school, and treatment providers. Finding an appropriate residence for these offenders to return to is often a challenge.

The juvenile who is released to parole supervision is supervised much in the same way an adult offender is supervised. Generally juvenile offenders demand a higher intensity level of supervision and monitoring than adults. Juveniles by nature are, generally, more dependant, volatile, and impulsive than adult offenders.

YOUTH PLACEMENT COMMITTEES (YPC): (41-5-121, MCA, 1999)

Juvenile Parole Officers also serve an administrative function for the DOC, chairing the Youth Placement Committee appointed to serve for the judicial district. The Youth Placement Committee functions as a screening committee for all juvenile offenders referred to "out of home" placements for Juvenile Probation and the Youth Court.

The Juvenile Parole Officer chairs the YPC, while the Juvenile Probation Officer, mental health worker, school counselor, Department of Public Health and Human Services, and other significant community representatives participate as voting committee members.

All pertinent information relative to the youth is discussed and the committee makes a recommendation to the Youth Court as to what they believe is the most appropriate, cost effective, placement considering the needs of the youth and the budget limitations. The Juvenile Residential Placement Unit is responsible for a budget exceeding ten million dollars.

Juvenile Parole Officers chaired 473 Youth Placement Committees in FY00 on 764 youth that were referred to out of home placements by Youth Court Services. Some of these Youth Placement Committees convened for 6-month reviews for those youth presently in placements.

MULTI-SYSTEMIC THERAPY (MST)

Multi-systemic Therapy (MST) has been proven to be a cost-effective program for the prevention of out-of-home placements for juvenile offenders in the national probation arena. For the first time, MST is being piloted with the juvenile parole program in the State of Montana in Flathead County. It is funded through the Juvenile Accountability Incentive Block Grant (JAIBG) from the Board of Crime Control for \$235,000.00 in FY00.

MST is a family-and home-based treatment that strives to change how youth function in their natural setting such as home, school, and neighborhood, in ways that promote positive social behavior while decreasing antisocial behavior. It provides parenting skills to the parents, assisting and teaching them effective ways of dealing with their difficult children. MST provides services for the entire family, including siblings, who may be at risk.

This "multi-systemic" approach views these juvenile offenders as part of a network of interconnected systems that encompass individual, family, and extra-familial (peer, school, neighborhood) factors and recognizes that intervention often is necessary in a combination of these systems. Most significantly, the conceptual framework of MST fits closely with the known causes of delinquency and substance abuse. MST addresses these factors in an individualized, comprehensive, and integrated manner.

Based on the philosophy that the most effective and ethical route to help children and youth is through helping their families, MST views parent(s) or guardian(s) as valuable resources, even when they have serious and multiple needs of their own. Ninety-five (95) adults (family members) have been involved in MST counseling sessions. The primary goals of MST are to: reduce youth criminal activity; reduce other types of antisocial behavior such as drug abuse; and achieve better outcomes at cost savings by decreasing rates of incarceration and out-of-home placement.

MST was developed to address several limitations of the existing mental health services for serious juvenile offenders, such as minimal effectiveness, high costs, and low accountability of service providers for outcomes. It has proven effective in reducing long-term rates of criminal offending in serious juvenile offenders and in reducing rates of out-of-home placements for serious juvenile offenders.

The model has achieved favorable cost-saving outcomes compared to usual mental health and juvenile justice services. In addition, results are promising in studies of the use of MST with other populations that present complex clinical problems (e.g., youths experiencing psychiatric emergencies, substance-abusing parents of young children).

Since the inception of the program, April 20, 2000, 18 juvenile offenders have been served in the program, 11 currently. Of those 18 served, 11 males & 7 females; 12 parole cases & 6 probation cases. 5 juvenile offenders have successfully completed the program. As of December 31, 2000, 14 MST clients continue to function in their homes with their parents; 4 were terminated prior to completing the program; 1 parole violation returned to Pine Hill Youth Correctional Facility; 1 was arrested for a felony and will be tried as an adult; 1 youth moved out of state with his family; and 1 was placed in an out of home group because his parents would not engage in MST treatment program.

PRE-SENTENCE INVESTIGATION REPORT (PSI)

The pre-sentence investigation report is one of the most significant documents generated on the offender. The purpose of the PSI report is to assist the Judge in sentencing felony offenders.

The Probation & Parole Bureau is responsible to write PSI's for District Court Judges in Montana's twenty-two Judicial Districts. Prior to sentencing felony offenders, the District Court Judge orders the Probation & Parole Bureau to complete a Pre-Sentence Investigation (PSI) as per *MCA 46-18-111*. The Probation Officer then interviews the defendant and prepares the PSI as specified in *MCA 46-18-112*. Without a PSI, the court has little or no background information about the defendant. The pre-sentence investigation, as part of the court record, is confidential and not open for public inspection

Contents of PSI report per statute:

- ❖ the defendants characteristics, circumstances, needs and potentialities;
- ❖ the circumstances of the offense (official version, defendants version and victims version);
- ❖ the defendants criminal history;
- ❖ the defendants social history, mental and substance abuse history;
- ❖ the harm caused, as a result of the offense, to the victim, the victims immediate family and the community and any pecuniary loss through a victims statement;
- ❖ Summary and recommendation of sentencing alternatives to the court.

The Probation Officer assigned to conduct the investigation consults with the county attorney and the defense attorney, as well as, conducts interviews with the defendant, the victim(s) of the offense, and other pertinent individuals.

The officer verifies criminal records, psychological, and treatment reports, juvenile records (when pertinent), employment history, family/social background, educational history, and completes a report that reads much like a biography of the defendant.

Prior to sentencing, this report is reviewed by the court and both attorneys. At the time of the sentencing hearing, the Probation Officer may testify as to a sentencing recommendation, which includes conditions for supervision or placement. The Probation Officer considers the sentence that would give the offender the best opportunity for change while considering the victim and providing for public safety, a delicate balance at best.

The PSI is used to assess the level of risk and/or dangerousness of the offender and determine the most appropriate, least restrictive placement for each offender who enters the corrections system.

The Pre-Sentence Investigation report becomes part of the offender's permanent file and follows the offender throughout the Corrections system. The PSI is utilized by all facets of the Corrections system as a screening tool for placement. The Board of Pardons and Parole also uses the PSI at the time they review the offender for release on parole.

PRE-SENTENCE INVESTIGATIONS
FISCAL YEAR 2000

MONTH	YEAR	PSI'S WRITTEN
July	1999	143
August	1999	143
September	1999	178
October	1999	182
November	1999	159
December	1999	201
January	2000	142
February	2000	199
March	2000	238
April	2000	169
May	2000	190
June	2000	153
TOTAL		2,097

(Each PSI report averages eight (8) hours of work.)

For those offenders sentenced without a PSI, the new Case Management and Supervision Standards policy requires the officer to do a Post Sentence Investigation. The Post Sentence Investigation will provide the officer with basic information and background to provide the most appropriate level of supervision and direction for case management.

The Post Sentence Investigation is a new concept. It is estimated that Judges order PSIs on approximately 67% of all felony offenders awaiting sentencing. That means that an estimated 33% of felony offenders are sentenced without a thorough background investigation. Without a PSI, Judges make their sentencing decision on the information provided by the prosecuting and the defense attorney, using the plea agreement.

In the infamous Pengra case, the court sentenced the offender to a deferred sentence without a PSI. A deferred sentence is usually given to first time, non- violent offenders. The Probation & Parole Officer had little information about the offender or his crime. A few weeks after signing the offender to probation, the offender was given a travel permit to travel from Anaconda to Helena to live with his brother and find viable employment. The offender did not report into the Helena office on the specified date and that evening killed a woman, who was a wife and mother. This was a tragic case with dire consequences.

The statute presently allows for District Court Judges to order Probation & Parole Officers to prepare Pre-Sentence Investigation Reports on misdemeanor offenders. In FY98, Probation & Parole were ordered to write PSIs on 47 misdemeanor offenders; in FY99, 44 PSIs were written on misdemeanor offenders; in FY00, 29 PSIs were written on misdemeanor offenders and in the first 6 months of FY01, 14 PSI's were written on misdemeanor offenders.

CONDITIONS ON PROBATION OR PAROLE

(Conditions on Probation or Parole are specified in the Administrative Rules Manual (ARM), Corrections 20.7.1101)

When the Court orders an offender placed on probation, in lieu of incarceration, the Probation Officer supervises the offender according to the standard conditions of Probation & Parole and the special court ordered conditions. There are eight standard conditions all offenders must follow:

- ❖ Residence: not change your place of residence without first obtaining permission from your Probation/Parole Officer.
- ❖ Travel: not leave your assigned district without first obtaining written permission from your Probation/Parole Officer.
- ❖ Employment and/or Program: maintain employment or a program approved by your Probation Officer.
- ❖ Reports: personally report to your P.O. as directed.
- ❖ Weapons: not own, possess or be in control of any firearms or deadly weapons as defined by state or federal law.
- ❖ Financial: obtain permission from your P.O. before financing a vehicle, purchasing property or engaging in business.
- ❖ Search: submit to a search of your person, vehicle, or residence by the P.O. at any time, with or without a warrant.
- ❖ Laws & Conduct: comply with all city, county, state and federal laws and ordinances and conduct yourself as a good citizen. Report any arrests or contact with law enforcement to your P.O.

The ninth condition is the special conditions that may be placed on offenders during their probationary period by the Judge or on their parole by the Board of Pardons and Parole. Special conditions may include:

- ❖ No alcohol use & restriction from bars
- ❖ Submit to alcohol & drug testing (urinalysis)
- ❖ Pay fines to the court and supervision fees.
- ❖ Pay restitution to the victim
- ❖ Attend specific counseling and/or treatment
- ❖ Complete community service hours.

RISK & NEEDS ASSESSMENT

Offenders are classified according to their level of risk and their individual needs. This classification will determine at which level of supervision the offender will be supervised. All levels of supervision require the following activities: contacts with the offender, his/her home, employer, school, family, program or treatment providers. Other activities include urinalysis drug testing, searches, travel permits, record checks, collecting victim restitution, supervision fees and court fines.

The new Case Management and Supervision Standards model, Probation & Parole Officers are required to spend more time active in the community, with the offenders. This new case policy requires an active and deliberate management of each individual offender.

As of November 2000, the bureau had the following percentages of offenders under each level of supervision.

SUPERVISION LEVELS (Classification from Highest to Lowest)

Supervision Level	Percentage of Caseload	Minimum Contacts Required
Level I	5%	Weekly contacts
Level II	26%	Two contact per month
Level III	36%	One contact per month
Level IV	21%	One contact every 3 months
Level V	5%	One contact every six months
Level VI Conditional Discharge from Supervision (CDFS)	3%	Can only be granted by the court or Board of Pardons & Parole-Annual letter required from offender

New Case Management and Supervision Standards

The following information compares the previous standards of supervision to the newly implemented standards of supervision and case management.

Full implementation of these standards is dependent upon the resources of the bureau. Training was completed in all regions February 2000, with supplemental training in August for some officers. Implementation of case management and supervision standards is approximately 50% complete.

Previous

New

Offender reports to officer. Most contacts are made in the office.	Agent goes to offender-limited office reporting-contact are in the community (home, employment, treatment, etc)
Average caseloads range in size from 80-110 active caseload per officer with mixed levels of supervision- No specialized caseloads for sexual and violent sex offenders	Caseloads are approximately 70 cases per officer. Specialized caseloads of sex offenders in six areas.
Lower levels of supervision have contact with officer every three or six months.	Offender on lower level of supervision are randomly tested for drugs; have employment and residence verified if changed.
Case Management is limited.	Case Management is standard. Goal is to have it fully implemented by FY 2002
Officer makes most field contact alone and in isolation.	Officers make field contact in pairs with other POs; PO Tech.; Law Enforcement
Chemical Dependency referrals are made but there is long waiting list for appointments. Limited information available from treatment providers.	Chemical dependency (contracts) services for the larger offices. Offenders have immediate access to chemical dependency services. Information is more readily shared with officer.
Limited sanctions available for officers to use to gain compliance	Jail Sanctions used to gain compliance for those offenders violating supervision. Limited smaller caseloads, graduated sanctions are imposed more quickly.
Unemployed offenders are encouraged to look for work but there is not time to provide job skills or follow through	Job Developer (contracts) services for larger offices. Offenders have immediate access to job services, development of resumes', improving educational/job skills and have follow through
Officers hours are generally 8:00 a.m-5:00 p.m. Monday- Friday	Officer utilize alternative work schedules which includes evenings and week-ends
Victims services limited	With smaller caseloads and specialized officers there is more time to interact with crime victims. Basic training focuses on victim's issues and services.
Restitution Ordered-collection system inadequate	Restitution is ordered and it is a priority. Restitution Accords with the Department of Revenue and the Courts increase the payment of restitution to crime victims.
Home visits to offenders home is occasional-mostly reactive	Home visits to offenders home; unscheduled and more frequent.

Previous	New
Sex offenders are supervised without special consideration for their risk. Caseloads are mixed with all types of offenders.	In larger communities, officers who are specially trained are designated to supervise sex offenders. Smaller caseloads provide ability for closer monitoring.
Pre-Sentence Investigations ordered on 60% offenders. 40% of offenders are supervised without detailed background information	New Case Management policy dictates that the officer will do a Post Sentence Investigation. This report provides important information for officer to do effective case management.
Drug testing when offender reports to officer-offender can easily manipulate test	Random and regular drug testing. Offenders are called in for test.

- ❖ Officers provide updated reports to the courts, as to the offender's progress and/or violations of the conditions of probation supervision.
- ❖ The Probation Officer is responsible for regular contacts with the offender in the office, in offender's home and/or workplace.
- ❖ Probation & Parole Officers perform regular collateral contacts with treatment providers, (such as alcohol & drug counselors, mental health counselors, sex offender counselors), employers, educational programs, family members, clerk of courts, city, county, state and federal law enforcement agents, victims and restitution/community service programs and other community programs such as Pre-Release Centers.
- ❖ Officers generally partner with another officer when checking on an offender, whether doing bar checks, home visits, or searches. Officers work hand in hand with local police and sheriffs departments and share intelligence information.
- ❖ During home visits or random house checks the Probation Officer is responsible to identify illegal contraband or other prohibited items and/or substances and subsequently search the offender, their home and/or car.
- ❖ Officers use the safest approach possible when making an arrest. Officers also do search and seizures, stop & frisks, and other techniques and investigative skills used by other law enforcement. Officers are authorized to carry firearms.
- ❖ Officers monitor the collection of restitution for the crime victim, supervision fees and all other court fines and fees. The Officer also is available to assist the victim when necessary.

- ❖ Officers test offenders for illegal drug use or use of prohibited substances. Methamphetamine use and labs are of particular concern when working with offenders.
 - FY 2000 18,045 drug screens performed on offenders (Random and Regular)
 - FY 2001 18,795 drug screens (estimated)
- ❖ Officers refer the offender to counseling services, assistance in securing employment and/or entering an educational/training program. Further, the Probation Officer works with the offender to develop social skills needed for effective community interaction.
- ❖ Officers have the responsibility to investigate and write Reports of Violation, making a recommendation to the District Court Judge at the revocation hearing. The officer must know these state laws and the sentencing alternatives for the offender.
- ❖ Officers work alternative schedules from 7:00 a.m. to 10:00 p.m. and on weekends to provide services to both the community and the offenders.

PROBATION STATUS VERSUS PAROLE STATUS

The difference between probation and parole is the offender's legal status or the legal jurisdiction of the offender. Probationers and Parolees are supervised similarly however; the sentencing court has jurisdiction to revoke for those offenders on Probation status. The Board of Pardons and Parole has jurisdiction to revoke those on Parole status.

PAROLE VIOLATION and REVOCATIONS

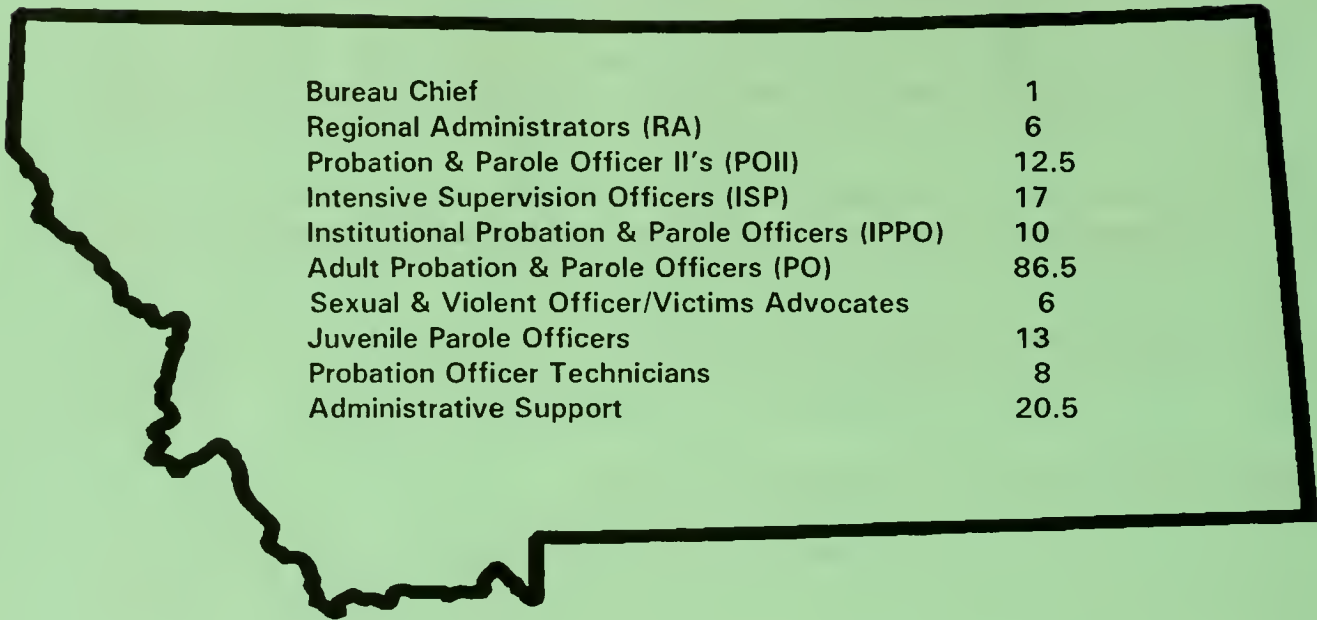
The Board of Pardons & Parole grants the release of inmate on parole from prison, prior to the inmates prison sentence expiring. This release is based on the promise that the offender will abide by strict conditions of parole supervision. In the event the parolee violates the technical parole conditions and/or gets involved in illegal activity, the parole officer may arrest the parolee and through an administrative hearing, return the offender to prison.

The administrative "due process" hearing does not involve a judge or generally, any attorneys. The Parole Officer performs a role similar to that of a prosecuting attorney. The on-site hearing and subsequent decision of the Administrative Hearing Officer occurs within days of the violation report.

The Parole Officer must be knowledgeable about the statutes that pertain to this hearing and the alternatives allowed via Corrections policy.

Even though a parolee is supervised much like probationer, a parolee's freedom is much more tenuous than a probationer's is. Parolees are not entitled to bond so they usually are not released back to the streets. The Board of Pardons & Parole makes the final determination as to whether the offender's parole is revoked. In FY00, the Bureau held 165 Parole Revocation (On-Site) hearings on parole violators. Of those 165 offenders, the Board of Pardons and Parole revoked 156.

The demographics of the Probation & Parole Bureau are as follows:



Bureau Chief	1
Regional Administrators (RA)	6
Probation & Parole Officer II's (POII)	12.5
Intensive Supervision Officers (ISP)	17
Institutional Probation & Parole Officers (IPPO)	10
Adult Probation & Parole Officers (PO)	86.5
Sexual & Violent Officer/Victims Advocates	6
Juvenile Parole Officers	13
Probation Officer Technicians	8
Administrative Support	20.5

The demographics of the adult offenders supervised: November 2000
The demographics of the juvenile offenders in the system: January 2000

6292 Adult Offenders

5238 Probationers

841 Parolees

213 Intensive Supervision

266 Juvenile Offenders

105 Juvenile Parolees

17 Transition Centers-Billings & Great Falls

3 Brown's Residential Programs

104 Pine Hills Youth Correctional Center

17 Riverside Youth Correctional Center

9 Interstate Compact

8 Other Placements/ 4 absconded

JAIL SANCTIONS-PROBATION VIOLATION PRISON DIVERSION

The 1999 Legislature was greatly concerned about the number of probation offenders were revoked by the court and sent to prison. In response to this concern, the legislature codified statute, "46-23-1012. *Arrest when violations of probation alleged-probation compliance plan-probation violator prison diversion program.*"

This statute allows for the Probation & Parole Bureau to use an administrative intervention hearing to sanction probationers to jail for up to 30 days in order to:

- ❖ Gain compliance with the courts' order and probation conditions.
- ❖ Hold the probationer accountable for technical violations.
- ❖ Provide an immediate and meaningful consequence for violations.
- ❖ Keep the probationer from returning to the court for further court action.
- ❖ Divert the probationer from a prison sentence.
- ❖ Maintain the probationer safely in the community.

JAIL SANCTIONS COST FOR FY 00 AND FY 01

JAIL DATA

Jail costs (# of day X Jail Rates)	\$67,369.74
DOC paid to JAILS	\$33,079.33

OFFENDER DATA

Amount offenders ordered to pay	\$40,447.54
Jail Costs paid by offenders	\$ 7,438.10
Amount offenders owe to DOC	\$33,009.44

DEMOGRAPHIC INFORMATION

Number of offenders ordered to pay	172 offenders (approximately 75%)
Total number jail sanctions given	233
Average length of Jail Sanction	6 days
Total number of days Offenders sanctioned in jail	1,406 days

Jail Sanction Questionnaire

- 1. In your opinion, did offender's behavior change after the Intervention Hearing?**

168 responses: **77 or 46% - NO** **91 or 54% - YES**

If yes, were they "more" compliant or "less" complaint? Of the 91 "Yes" responses 83 or 91% were more compliant, while 8 or 9% were less compliant.

- 2. Did the offender violate conditions of probation after the hearing?**

166 Responses: 68 or 41% - NO 98 or 59% - YES

If yes:	Intervention Hearing with Jail Sanctions	22 or 22.4 %
	Revocation Hearing	76 or 77.6%

Prison commitment	28 or 36.8% - NO	22 or 77.6% - YES
--------------------------	-------------------------	--------------------------

Pending/Absconded/Other 26 or 34.2%

3. Were you better able to manage the offender since you had the ability to use jail sanctions?

164 responses: 67 or 40.9% - NO 97 or 59.1% - YES

4. In your opinion, did jail sanctions keep the offender from being committed to the prison or DOC as an inmate?

158 responses: **87 or 55.1% - NO** **71 or 44.9% - YES**

5. Can you site any specific case in which jail sanctions worked to keep the probationer from being committed to the DOC or prison? If so, please provide name of offender.

227 total offenders - jail sanctions used	98 YES	43.1%
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Therefore of the 5238 Probationers, 227 (4.33%) were jail sanctioned in a 12-month period. Offenders jail sanctioned for alcohol and drug use are as follows:

Alcohol Use	67 or 29.52%
Drug Use	96 or 42.30%
Both alcohol & drug use	29 or 12.8%
Total	182 or 80.2%

CHEMICAL DEPENDENCY SERVICES for OFFENDERS

Probation and Parole added two important resources for offenders in FY2000. These contracted services include Chemical Dependency services and Employment Services or Job Developer/Job Club services. It is widely known that offenders who can maintain a life-style free of alcohol and drugs and employed are less likely to violate their supervision or commit a new crime.

Chemical Dependency contracts include the following services:

- ❖ **Assessment/Evaluations/Referral** - referral appointments are available to Probation and Parole Officers to schedule offenders for individual assessments concerning chemical dependency issues. Offenders may also be screened for treatment readiness, recommendations, and referral.
- ❖ **Consultation** – Available counselor for consultation on chemical dependency issues and counselor input in violation hearings.
- ❖ **Continuing Care – Group** – Clients participate in weekly groups and relapse counseling.

Chemical Dependency Services

Region/Location		Program Inception	Offenders Served
Region I	Missoula	March 2000	114
	Hamilton		~~+28~~ 142
Region II	Helena	July 2000	22
	Bozeman	April 2000	~~+71~~ 93
Region III	Great Falls	September 2000	51
Region IV	Billings	April 2000	120
Region V	Kalispell	April 2000	90
			Total: 496

COST OF SERVICES ESTIMATED FOR FY00:

\$260,000

EMPLOYMENT SERVICES FOR OFFENDERS

Employment Services contracts include:

- ❖ Referrals to Rural Employment Opportunity (REO); Job Service; Vocational Rehabilitation; Social Security; SRS
- ❖ Developing resumes; interviewing skills
- ❖ Job skills training;
- ❖ Adult Basic Education-G.E.D.
- ❖ Job Search
- ❖ Job Clubs

Employment/Job Services

Referrals made since the inception of the Employment Program

Region	Location	Program Incept	Number of Referrals	Number Employed	Percent Employed
Region I	Missoula Hamilton	October 2000 April 2000	$\begin{array}{r} 8 \\ + 21 \\ \hline 29 \end{array}$	14	67%
Region II	Helena Bozeman	Sept 2000 April 2000	$\begin{array}{r} 10 \\ + 29 \\ \hline 39 \end{array}$	28	71%
Region III	Great Falls	April 2000	40	32	80%
Region IV	Billings	April 2000	83	79	95%
Region V	Kalispell	April 2000	99	74	75%
TOTAL:			290	227	77%

COST FOR FY00: (ESTIMATED) \$81,120.00

RESTITUTION PROGRAM

Probation & Parole Officers are instrumental in the collection of restitution for crime victims and the collection of miscellaneous fees and fines ordered by the court, mostly for the counties. The department of Corrections is coordinating with the department of Revenue and District Court Judges to increase the collection of restitution through the newly developed Restitution Accord Program.

FY	Fines/Fees	Restitution for Victims
1998	\$658,903	\$1,255,813
1999	\$557,637	\$1,512,229
2000	\$536,079	\$1,466,937

COST OF SUPERVISION- ACTUAL ADP FY 00



Cost per day-Probation & Parole: \$ 4.03
Plus general administration costs: .19
Total cost per day: \$ 4.22

Cost per day-Intensive Supervision: \$13.82

There are significant cost savings benefits to community-based corrections, such as Probation and Parole and Intensive Supervision.

Even though the offender is not incarcerated, community supervision requires a high level of offender accountability. Offenders are held accountable by:

- ◆ maintaining regular employment and/or attending an educational or training program;
- ◆ providing financial and emotional support for their families;
- ◆ paying taxes;
- ◆ attending treatment;
- ◆ paying supervision fees;
- ◆ paying court costs;
- ◆ paying restitution back to the crime victim(s);
- ◆ working community service hours;
- ◆ reporting to the Probation & Parole Officer;
- ◆ abiding by the strict rules of probation or parole.

In addition to requiring these responsibilities, community supervision has the ability to hold the offender accountable by enforcing the following restrictions when appropriate:

- ◆ traveling freely or relocating to another community;
- ◆ going into debt;
- ◆ their place of residence within the community;
- ◆ their ability to possess or own a firearm or other deadly weapons;
- ◆ their place of employment;
- ◆ entering bars and casinos;
- ◆ must open their home to searches without a warrant;
- ◆ consuming alcohol or entering bars.

The offender is given the opportunity on community supervision to make needed changes in their behavior and attitude, while being financially responsible for their actions.

The Probation & Parole Officer is required to be a counselor, a police officer, and a mentor to the offenders. They are also required to provide the necessary information & support to victims. The skills required of each officer are myriad and complex.

Officers need to be armed with good communication skills, counseling skills, and persuasion skills. The P&P Officer will also need to be armed with firearms, evidence tape, police backup, cell phones, police radios, handcuffs, bullet proof vests, protective search gloves and O.C. Spray.

Probation & Parole Officers must possess good writing skills. Probation & Parole Officers must effectively communicate with Judges, lawyers, treatment specialists, offenders, offender's families and all levels of law enforcement.

Officers work a variety of schedules to assure the evenings and weekends are covered and that they make themselves available to offenders, their families and law enforcement.

Probation & Parole Officers must stay current with the laws that apply to their duties and to the offenders. They must be familiar with the correctional system statewide, including the alternative correctional programs and intermediate sanctions available.

The Probation & Parole Officer is always mindful to carefully balance the safety of the community and needs of the offender, within the fiscal restraints of the Bureau.

PROBATION & PAROLE STAFFING and RESOURCE PLAN

The new resources implemented in FY 2000 are being utilized to:

- reduce caseloads and workloads; (ranging from a 1:80-100 ratio to a 1:70-75 ratio of officer to offender)
- provide quality offender case management using effective supervision strategies and staff accountability;
- provide needed chemical dependency and employment services;
- provide correctional facilities with institutional officers who assist with the safe release of offenders from prison to the community;
- provide greater community visibility and services to our communities;
- reduce the number of probation and parole violators going to the prison;
- increase use of Intensive Supervision, Treasure State Correctional Center (Boot Camp) and Pre-Release Centers;
- gain offender compliance using community jail sanctions;
- increase crime victim services and collection of restitution;
- provide effective management of sex offenders in the community;
- provide Probation & Parole Officers in smaller offices and communities with needed support;
- closer level of management involvement and oversight

On any given day in Montana, over 6000 felony offenders are being supervised in the state. Over 5200 of them are sentenced by a District Court Judge to serve their sentence in the community. The other 800 have released from prison by the Board of Pardons and Parole and granted a parole to be served in the community. 75% of all offenders are serving their time in a community corrections program. Probation and Parole services are a viable alternative to incarceration.

Making a difference everyday...making Montana communities safer.

RIVERSIDE YOUTH CORRECTIONAL FACILITY
3700 HIGHWAY 69
BOULDER, MONTANA 59632
1-406-225-4500

PURPOSE:

The Department of Corrections provides Montana communities a correctional facility for adjudicated delinquent females between the ages of ten and their eighteenth birthday. The program operates within the Department of Corrections mission statement by providing evaluation, care, supervision and treatment to female adolescent offenders. The program places heavy emphasis on offenders accepting responsibility for their actions and gaining individual competencies which will help them to avoid further offending behaviors. Parole eligibility is determined by utilizing the Department of Corrections Length of Stay guidelines which are based on the offenses committed, the offender's delinquent and placement history and treatment program participation. The length of stay can range from four months up to the offenders eighteenth birthday when the Department must discharge the offender according to state law.

FACILITY MISSION STATEMENT:

The Riverside Youth Correctional Facility is dedicated to public safety and trust by holding adjudicated female offenders accountable for their actions through comprehensive evaluation, competency development, and accountability while the offenders reside in the facility.

TREATMENT PROGRAMS:

Education:

The education program utilizes both traditional and non-traditional classroom environments and teaching methods to meet the academic needs of offenders. The program is structured so offenders may enter or exit the program on any day without disruption to their education or the education of their peers. A portion of each class is devoted to the traditional education model and the remainder is devoted to non-traditional education activities.

All basic curriculum offerings are covered in both the traditional and non-traditional components. Academic credits granted are recognized by the Office of Public Instruction and must be accepted by community schools by law.

The State of Montana certifies the five teachers with endorsements in Math, Science, English, Social Studies, Vocational Education and P.E/Health. RYCF has a part-time Principal on staff and meets the Guidance Counseling accreditation requirements through contracted services. A part-time Librarian maintains the library and the offenders have regular access to the library for reading and research needs.

Correspondence courses are available for the foreign language requirement and electives include subjects such as drama, computer keyboarding skills and vocational education. Emphasis is placed on computer knowledge and skills through the closely supervised use of the keyboarding laboratory.

One elective that all offenders participate in is Tech-Prep. RYCF has a shop equipped with various skill saws, routers, sanders, etc. that all offenders learn to operate. They build various wood projects both for educational credit and contracts for sale, with money earned going to restitution. This class also includes a unit on basic electrical repair, basic design using a CAD computer program, small engine operation, e.g. riding lawn mowers, and will soon include units on basic plumbing and car maintenance.

Special Education services are provided through a contract with Prickly Pear Cooperative in East Helena. A Special Education Psychologist and Resource Teacher provide services as needed. Each offender has a competency based education plan and it is modified and adjusted with input from the multi-discipline team based on the projected parole date and plan, and learning needs.

From time of opening on August 7, 1997 to November 15, 2000, Riverside has held three high school graduation ceremonies with four offenders earning their high school diplomas. During this same time, six offenders have earned their G.E.D. certificate.

Counseling:

A Case Manager is responsible for coordinating and monitoring the treatment plan that is developed through the evaluation process, and coordinating with parole officer in the development of the parole plan. The Case Manager is the facility's designated Victim Information Officer and will work with community professionals and victims to address victim issues. The Case Manager has 1:1 sessions with each offender and gives homework assignments as part of the treatment plan.

The primary focus of counseling is to challenge the offender to examine her past and present functioning, accept responsibility for her actions and recognize changes she needs to make to be successful in the facility and the community.

Beginning in January, the Case Manager will be facilitating a weekly group called "Young Women's Lives – Building Self-Awareness for Life". This program is a group curriculum designed for young women working together to curtail destructive behavior, to support one another's successes, and to assist young women in reducing the negative impact of interpersonal and societal violence.

Daily Program and Treatment Activities:

Correctional Counselors are responsible for developing and participating in activities that provide offenders opportunities for personal growth. Correctional Counselors lead physically and emotionally challenging activities such as walking, running, jogging, muscle stretching, aerobic and other exercises, and sports. Correctional counselors act as role models during these activities by teaching good sportsmanship, tracking and showing gains made, and helping the offender understand how these activities can benefit them to relieve stress and improve health.

Correctional Counselors also facilitate daily Psycho-Educational groups that grouped together under main Competency topic headings. These Competencies cover topics including Life Skills, Stress Management, Communications/Relations, Values, Problem Solving, Self-Esteem, and Alcohol and Drug Use/Abuse. Each competency is earned by attending all groups and passing a test covering all information presented. A Certificate of Completion is awarded after earning each competency.

In the group living program the Correctional Counselors focus on competency development in all areas of the offender's life. In particular, work competencies are developed by providing community service work projects on campus. The focus of all projects is giving back to the community as well as learning good work habits and skills that can be utilized in the community.

Medical Program:

The Registered Nurses and medical professionals in Boulder and Helena provide health assessment and medically necessary care. Health education programs are provided by Nurses and include Sexually Transmitted Disease prevention, nutrition and diet, and chemical abuse effects.

Special health and medical competency development topics are selected depending upon the needs of the individuals and groups. Considerable emphasis is placed on pregnancy prevention and parenting skills. The facility staff recognizes the unusually high risks and long-term costs of teenage pregnancy and the medical program focuses on individual responsibility for planned parenthood.

Chemical Dependency:

Riverside provides chemical dependency assessments, individual counseling and liaison services to offenders using state licensed Chemical Dependency Provider. Volunteers are also utilized for AA groups. Although not all offenders are diagnosed Chemically Dependent, a considerable number of them have chemical use or abuse related to the committing offenses.

Spiritual/Volunteer Activities:

A volunteer Spiritual Coordinator meets with offenders who are interested in individual and group spiritual activities. The offenders explore and practice spiritual activities such as music, gospel readings and group discussions on a weekly basis. There is an active group of volunteers that regularly comes to the campus to engage the offenders in a variety of arts and crafts activities as well as life skills training. The offenders will bake cookies, cakes or other desserts on the weekends in the Programs Building kitchen. The volunteers are also involved in special programs throughout the year on holidays.

Family and Community Program Involvement:

A strong parental commitment to the program is essential and expected throughout the offender's stay in the program, when the parents are suited to provide ongoing care. Youth Court Judges, Youth Court Probation Officers and DOC Parole Officers are encouraged to mandate parents to be actively involved in the admissions, assessment, and treatment process. Regular communication among the offender, parents or parent figures, and the Case Manager and other staff is required.

When the parents are not suited as a potential placement or parental involvement is not conducive to the offender's well being, the referring agency is asked to designate a liaison person to communicate on behalf of the parents. This person may be an approved relative, potential foster parent or representative of a potential placement facility. Parents are kept informed of the offender's progress regardless of their relationship with the offender.

Special Events Programming:

In addition to routine group living, treatment services, nursing and education programming, the staff has developed an annual calendar of special events that compliment their services. These events include the Summer Fun Days, Parent Days, Math/Science Fair, Vocational Education RaceCar Day, Model Rocket Day and Health Enhancement Demonstrations. These special events programs are designed to teach offenders the practical application of learning accomplished in the classroom. These activities also teach the offenders how to positively use their leisure time and how to positively interact with peers, parents and adults.

Security:

Security is a very important component of our program. All staff is responsible for security. Staff is trained in Medic First Aid, Emergency Preparedness, Non-Violent Crisis Intervention, and Mechanical Restraint use. Staff monitor offenders at all times. This is done through close observation and communication during regular programming hours. Offenders are checked a minimum of every thirty-minutes while they are sleeping. If an offender is in crisis checks can be upgraded to constant observation or a minimum of fifteen-minute checks. All staff are required to carry a two radio for quick response in the event of an emergency. Offender movements and head counts are transmitted via radio so all staff is aware of their destination and how many offenders are involved in the movement. We have been successful in maintaining a safe and secure facility. We have had one offender escape since our program began in august 1997. This offender was apprehended after a short period of time. There has not been any serious staff or offender injuries. Our philosophy is "Care, Welfare, Safety and Security" for staff, offenders, and the public. We strive hard to maintain this philosophy through good communication, training, and team work.

Miscellaneous:

Offenders wear a facility uniform that consists of a T-shirt or sweatshirt that has the facility logo on it. They are also provided insulated wind pants or shorts depending on the season. The offenders are able to wear their own shoes and coats provided they are appropriate to the program. They are not permitted to have personal property in their rooms other than their clothing and personal correspondence such as letters, cards, etc. The offenders are not permitted to watch television or listen to the radio, tapes or CD's unless related to programming and under the supervision of staff.

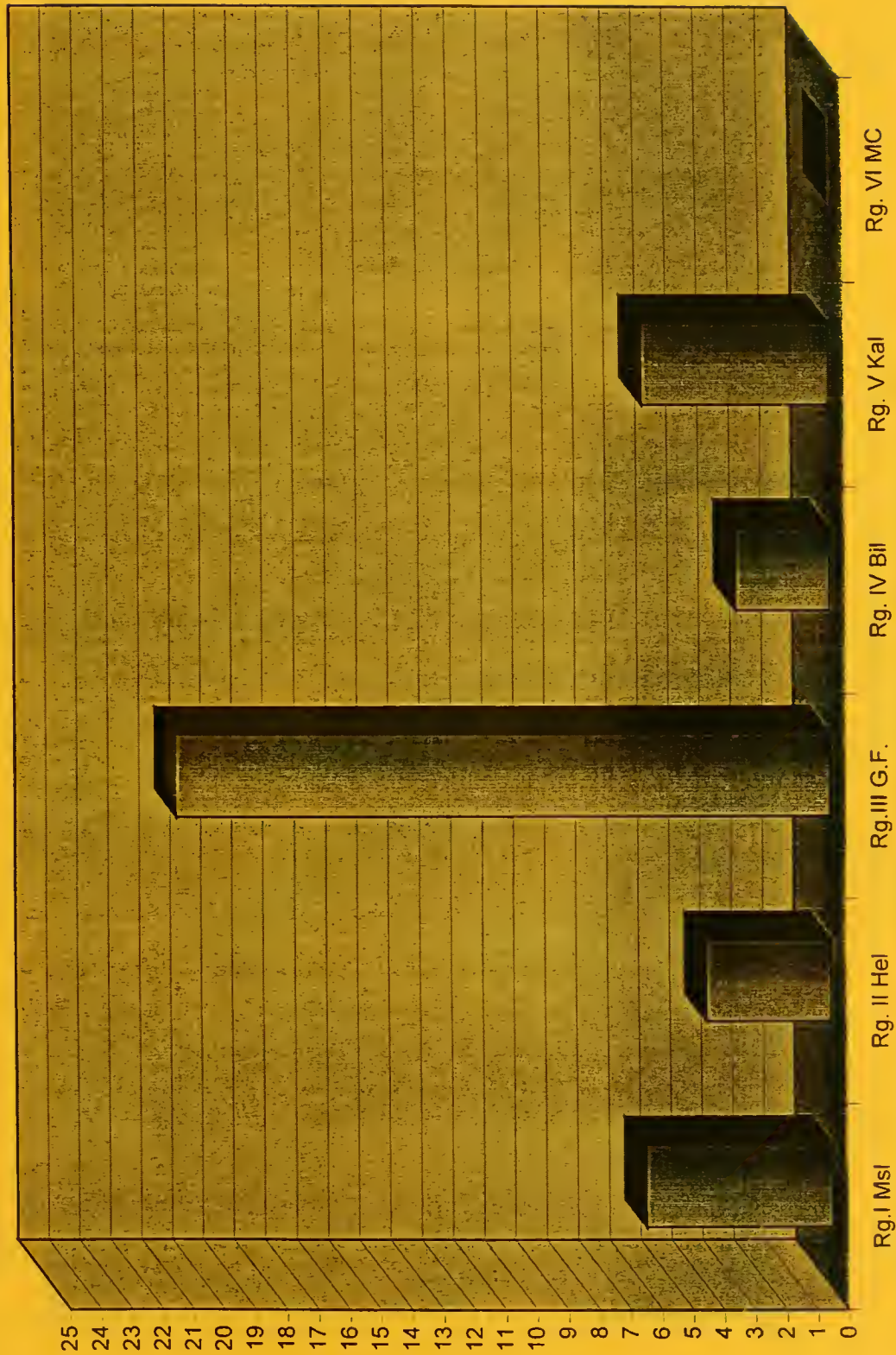
Facility:

The facility is located South of the town of Boulder just off of Highway 69. The buildings were previously occupied and operated by the Montana Developmental Center. The facility is easily recognized because the five brick buildings are surrounded by a twelve-foot high perimeter security fence. The campus outside the perimeter fence consists of an abandoned steam heating plant and warehouse and two storage buildings used by the facility. Two buildings outside the perimeter fence adjacent to the main campus are leased to Alternatives Youth Adventures of Montana.

Admissions, Releases and Parole Revocations:

See attached Graphs:

Riverside Youth Correctional Facility Parole Revocations by Region: 8-97 to Current



Riverside Youth Correctional Facility
1st Time Commitments: 8-97 to Current



Conrad
Shelly Hobart

YOUTH TRANSITION CENTER FACILITIES QUESTIONS & ANSWERS

1. WHAT IS A TRANSITION CENTER?

Transition Centers are community based services for juveniles who are returning from institutional placement and are being transitioned back into the community. Additionally, they can serve youth that have been returned to the community (the nuclear family, foster home or youth living independently) who are having difficulties adjusting to "street life" and could face a return to the institution.

Pine Hills and Riverside are viewed as the long term facilities for juveniles. Pine Hills serves only males and Riverside serves only females. Placements at those facilities are for those individuals that represent considerable risk to themselves and/or the community. Additionally, they require a secure, structured environment that cannot be provided in the community.

3. WHAT ARE THE BENEFITS TO THE COMMUNITIES HOSTING TRANSITION CENTERS?

Transition Centers serve the youth of Montana. Historically, the centers select from the variety of services that are available in the communities. These services include, but are not limited to: community service projects, various school programs, the public school system, adult educational classes, vo-tech classes, counseling services, self-help programs, the various 12-step programs available in all communities, and the pool of community businesses that can offer employment to the youth. These include the food service industry, car detailing, auto repair shops, etc.

In many ways the Transition Centers teach the youth how to negotiate systems. The youth are often-times products of failure within the variety of systems available to them or are not even aware of the services that might be available to them. Host communities end up with smarter consumers.

4. WHAT ARE THE BENEFITS TO THE STATE?

Transition centers have the potential of reducing the population of the more secure settings. Often youth are placed in a secure setting when there is a lack of community placements. While many youth need a moderate degree of security and structure, they do not require the more strident security and structure found at an institutional setting.

Transition centers ensure that youth housed at the more secure settings are in the proper environment. Those housed in the community will have available to them the vast resources

of the greater community. There will be boarder based, more comprehensive treatment for the youth in the community.

5. WHAT IMPACT WILL THERE BE ON SOCIAL SERVICES IN LOCAL COMMUNITIES WITH A TRANSITION CENTER?

There will not be any significant impact on social services because many of the youth in the centers will be from that area. Transition centers provide the support necessary for the youth to return to the community and will ensure a continuum of treatment. Treatment providers for the youth in the transition center will often be the same providers that served the youth pre and post institutionalization. Transition centers serve no more then 12 clients at a time.

6. WHERE ARE THE EXISTING TRANSITION CENTERS AND WHERE WILL NEW CENTERS BE LOCATED?

The existing centers are: Billings Youth Transition Center, currently capable of housing 8 males and the Great Falls Youth Transition Center located in Great Falls, capable of housing 12 males and 5 females. The male and female units at Great Falls are located at the same site, but within different buildings.

7. ARE THE YOUTH SCREENED PRIOR TO PLACEMENT AT THE CENTER?

All youth are screened prior to placement. That screening occurs at the local level. Screening committees are in place at both the existing centers. The director of the program functions as the chairperson of the screening committee. The balance of the committee is typically composed of a representative of local law enforcement, a juvenile parole officer and a community representative.

Referrals are made by the institutional case manager or a juvenile parole officer. The local committee will screen those referred. The committee's intent is to assess if the youth's placement in the community will jeopardize public safety, determine the appropriateness of the youth for placement in a minimum security setting and to assess the youth's chances of success in a transition center.

8. WHAT SECURITY MEASURES ARE UTILIZED AT A TRANSITION CENTER TO PROVIDE FOR YOUTH PERSONNEL AND PUBLIC SAFETY?

A high percentage of youth entering the transition center programs have been involved in drug related crimes and have a history of chemical dependency. The transition centers have on-site drug and alcohol screening. Offenders are required to provide urine and breath samples upon request. Generally, if a sample is determined positive for alcohol or a controlled substance, it is cause for returning that youth to the institution.

Additionally, youth are subject to personal and room searches. These searches are a means to control youth property and guard against theft, both in the facility as well as in the community. Budget plans are formatted for all youth. This guards against misuse of allocated funds. Agendas are planned by the youth with assistance from the staff. Agendas are monitored by staff via random "on spot" or telephone checks.

9. **WHAT TYPE OF CRIMES HAVE THE YOUTH COMMITTED?**

By large, the majority of the youth have been convicted of the following charges: burglary, theft, assault, criminal possession of dangerous drugs and unauthorized use of a motor vehicle.

10. **WHAT IS THE SUCCESS RATE FOR THE TRANSITION CENTERS?**

BILLINGS YOUTH TRANSITION CENTER - FY00

Total # of youth admitted to BYTC	33
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Total discharges	35
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Positive discharges	12
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Negative discharges	23
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Total income of all youth	\$30,693.38
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Total owed in restitution	\$36,051.74
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Total paid in restitution	\$9,533.16
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Community Service Hours	749 volunteer hours in the community that would equate to \$3,932.25 calculated a \$5.25 per hour.
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GREAT FALLS YOUTH TRANSITION CENTER - FY00

Total number of youth admitted	30 (males) 11 (females)
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Total discharges	34 (males) 10 (females)
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Positive discharges	16 (males) 5 (females)
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Negative discharges	18 (males) 5 (females)
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Total income of all youth	\$16,075.94 (males) \$ 5,666.75 (females)
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Total owed in restitution	unavailable
Total paid in restitution	\$6,038.66

Community Service Hours 1084.5 (male) & 292.5 (female) volunteer hours in the community that would equate to \$7,229.25 calculated at \$5.25 per hour.

Transportation Officers - The Transition Centers have been assigned transport officers. One officer is assigned to each center. These individuals are trained correctional officers and are responsible for the transportation of offenders (both juvenile and adult), but primarily juvenile offenders) to and from secure facilities. These officers came aboard in April, 2000.

Total miles traveled from April 2000 through June 2000 is 11, 534 with 39 individual transports.

The transport officer is also required to know all aspects of the transition center and acts as staff when not on a transport.

BILLINGS YOUTH TRANSITION CENTER

**1104 Sunnyside Lane
Billings, Montana 59101
(406) 252-9338
FAX (406) 256-5356**

The Billings Youth Transition Center is run by the Department of Corrections to serve as a place for adjudicated males, under the age of 18, to live on a temporary basis while awaiting a more permanent placement. Some of the youth placed are here for only a few days; while others have stayed for over a year.

PROGRAM HISTORY

Opened in June, 1989 by DFS at 1029 North 29th, Billings
Moved to current location, 7 blocks east, in February, 1992
Juvenile Corrections Division moved from DFS to Department of Corrections in July, 1995
Expanded residential capacity from 7 to 12 residents in April, 1997
Reduced capacity to 8 in December, 2000 due to lack of referrals or population stream.

Average Daily Population for last fiscal year (2000) was **5.9**.

Since it opened, the Billings Youth Transition Center has housed over **439** juvenile offenders and provided a stable environment for juveniles awaiting transfer to a more suitable, long term living arrangement.

PROGRAM COMPONENTS

COUNSELING is secured through the plethora of services available in the Billings community. Those services include, but are not limited to:

- * Individual Counseling Sessions
- * Chemical Dependency Group
- * Anger Management Group
- * Criminal Thinking Errors Group
- * Individual Life Skills Assessment

COMMUNITY SERVICE through a supervised work crew which does a variety of work projects from landscaping at City Parks to graffiti removal.

EDUCATION is provided through: Billings Senior High School
Alternative School
Lincoln Center Adult Education Center
Tutoring is available through Chapter I Personnel

RESTITUTION - Last year over \$9,000 was collected in restitution owed by the youth assigned to the facility.

GREAT FALLS YOUTH TRANSITION CENTER

**4212 3RD AVE. SO.
GREAT FALLS, MT. 59405
406-452-1792
FAX 406-452-8745**

PROGRAM

The Great Falls Youth Transition Program, a unit of the Montana Department of Corrections, Community Corrections Division, serves as one of two Prerelease/transitional programs in the state. The program serves adjudicated juvenile offenders returning to the community from correctional and treatment programs, as well as those currently in the community requiring more structured supervision.

PROGRAM HIGHLIGHTS

- Founded
 - Late 1970's as a Comprehensive Evaluation Program
- Added Pre-release/Transition Program
 - July, 1992
- Girls Center opened in an adjacent building
 - September, 1998
- Over 470 youth served at a transitional facility
- Current location
 - Two homes located in a residential neighborhood on the east side of Great Falls
- Current capacity
 - Boys Center - 12 boys
 - Girls Center - 5 girls
- Current population
 - 10 boys
 - 3 girls
 - Currently a waiting list

PROGRAM COMPONENTS

- TREATMENT/COUNSELING
 - In conjunction with Benefis Addiction Medicine Center
 - Community resources and services
- EDUCATION
 - Great Falls Public Schools
 - Supplemental in-house services
- COMMUNITY SERVICE
 - Over 1300 hours per year on Adopt a Highway, Great Falls River's Edge Trail and other projects
- RESTITUTION
 - Over \$6,800 collected per year in restitution and fines

Comm. Prison.

**INTERSTATE COMPACT
FOR THE SUPERVISION OF ADULT AND JUVENILE
PROBATIONER AND PAROLE OFFENDERS**

1. **DEFINITION OF AN INTERSTATE COMPACT:** An Interstate Compact, with the consent of Congress, is an agreement entered into by two or more states to provide supervision to offenders who cross state lines to reside and work. The adult compact for the supervision of parolees and probationers was established in 1937. Montana became signatory to the adult compact approximately 50 years ago and to the Juvenile Interstate Compact when it was enacted in the mid 1950's.

2. **PRIMARY PURPOSE OF THE COMPACT:** The primary purpose of the compact is to enhance public safety and to provide a mechanism that allows supervision to offenders who cross state boundaries to reside and work. In the beginning as crime increased and individuals were sentenced the offender oftentimes was not a resident of the sentencing state. Transportation had become so sophisticated that individuals could travel outside of their residence state, commit a crime and be sentenced but have no reason to remain in the sentencing state. States were informally asking other states to supervise their offenders. Complaints that some states administered and abused the Compact became rampant. The Compact quickly began to recognize a greater need to prepare and enforce standard rules and bring uniformity to the states applying the Compact. The more serious violent offender was beginning to enter back into the communities and law enforcement, the public and victims did not want the communities at risk.

3. **ADMINISTERS OF THE COMPACT:** Administrators and their deputies are appointed by the governor of each state to initiate operational policies, practices and procedures on how the adult and juvenile offenders will be supervised. The Compact Administrator or designee must attend annual meetings to promulgate rules, regulations and policies for the administration of the Compact agreement.

4. **THE FUNCTIONS OF THE COMPACT:** The Compact Unit of each state will arrange for supervision of any adult or juvenile person convicted or adjudicated for an offense and placed on probation or parole who requests to cross state boundaries to live, work or to attend school. The Compact will monitor the supervision of adult and juvenile offenders through correspondence and telephone communications. The Compact will initiate documents on offenders in order that the receiving state has information to complete home and employment investigations. The Compact agrees to provide supervision if the offenders meet the criteria for acceptance. No state shall refuse to supervise an adult or juvenile probationer or parolee because of the offender's crime.

THE FUNCTIONS OF THE COMPACT (continued): The offender is expected to receive the same intensity of supervision and service as a receiving state would provide its own probationers or parolees. The Compact authorities agree to have Probation and Parole Officers submit progress reports to the sentencing state, monitor court ordered conditions, conduct searches of the offenders property, complete random urinalysis, prepare Reports of Violation for Courts and Parole Boards, conduct on-site preliminary hearings, arrest, detain and assist in the return of offenders to the sentencing state. The Compact authorities also agree to do special investigation requests such as pardon investigations, pre-sentence reports, approve travel for offenders, and assist and coordinate the return of juvenile runaways, absconders or escapees. Because of these important functions, it is necessary that there be a central authority in each state that is responsible for accurate record keeping and accountability for the management and supervision of Interstate caseloads. Each state must adhere to the same policies and procedures to transfer their offenders in order to insure public safety.

5. **THE BENEFITS OF THE COMPACT:** *"Absence of a probation and parole Interstate Compact could turn society back seventy years to the era of "sundown probation" or in the extreme, "if you are still in this state by tomorrow morning we are going to lock you up for committing this crime". No state can concern themselves only with what happens to offenders within their own boundaries . Public protection mandates an effective probation and parole Interstate Compact."* Communities and victims in Montana benefit mostly when the Montana Interstate Unit continues to remain actively involved in updating operational procedures and enforcing policies and procedures to make the Compact work. Conditions of probation and parole are enforced and victims are more likely to receive compensation if the offender is in the community and working. The offenders also benefit from the Compact because they are allowed to return or relocate where they have families, emotional or financial support, employment or schooling. Many more Montana offenders relocate out of state than offenders who move into Montana. Offenders often want to leave Montana because there are fewer employment opportunities in Montana. Sometimes these offenders are young, more sophisticated in committing crimes and are considered more violent. It is imperative that there are no short cuts taken to supervise these individuals. Any parolee or probationer who requests to leave his or her sentencing state will be expected to comply with the receiving states supervision policies and will be arrested and returned to the sentencing state if they violate conditions of supervision or re-offend by committing new crimes. The receiving state acts as an agent of the sentencing state in supervising the offenders. When offenders violate the conditions of parole or probation, such violations must be dealt with appropriately. Offenders cannot remain in the community if they fail to comply with the conditions of their probation or parole. They will either be incarcerated or ordered to return to their respective sentencing states. Receiving states expect the sentencing states will take further action against an offender if the offender is out of compliance. Failure to deal appropriately with violations often makes it difficult and sometimes impossible for the receiving state to maintain supervision and control of the client. Fiscal restraints are not sufficient reason for refusing to return violators under the Compact Agreement.

6. HOW THE MONTANA INTERSTATE UNIT FUNCTIONS: There are over 1600 cases managed by the Montana Interstate Unit. The caseload continues to climb as lengthy probation sentences are imposed as an alternative to incarceration. The Compact Unit is very aware that the number of offenders moving in and out of Montana has consistently increased with more awareness and attention to high risk or dangerous offenders. These concerns are instilled into supervising officers and emphasis is placed on them to cooperate with other states in transferring offenders across state boundaries.

The Unit's operations are performed by a Deputy Compact Administrator, two Interstate Compact Specialists, two Interstate Compact Correspondents and one administrative support person. The Unit monitors compact rules and regulations as they pertain to the supervision of Interstate offenders. The Unit, with its knowledge pertaining to the supervision of interstate offenders, provides the Montana probation and parole officers, technical expertise, leadership, knowledge, interpretation of laws and the potential liability issues concerning decision and actions regarding Interstate Compact matters. The Unit oversees the supervision of all Montana offenders residing in other states, monitors restitution payments and assures the sentencing courts that Reports of Violations are written and submitted on Montana offenders who violate the conditions of probation or parole. In addition, the Unit coordinates the return of Montana parole violators through warrants or a Governor's Extradition Warrant. The Unit acts as a clearing house and processes all written and oral communications on offenders by working closely with 23 Montana adult district probation and parole offices, institutional parole officers at the Treasure State Correctional Training Center, the Montana Men's and Women's Prisons, the four regional prisons and four pre-release centers. In addition there are 56 Montana county juvenile probation offices that depend on the assistance of the Unit, in addition to adult and juvenile Interstate Units throughout the United States. Approximately 1100 of the mentioned cases are Montana offenders residing in other states. Nearly 500 adult and juvenile offenders, sentenced from other states, are residing and being supervised in Montana. It also assists when returning runaway, escaped or absconded juvenile offenders by coordinating or processing legal documents to return juveniles and to provide airport surveillance. In addition, the Unit has the primary responsibility of entering legal data on all offenders moving into Montana as well as completing quality control checks on the officers data entry. This is a critical component of the Community Corrections Bureau and is very beneficial to other law enforcement agencies as well as all district probation and parole offices throughout the United States. All adult offenders sentenced in Montana as well as those being supervised from other states and who are under the Interstate Compact supervision, are monitored for their offenses, physical description and whereabouts through the Adult Information System.

7. USE OF THE INTERSTATE COMPACT - A POSITIVE ALTERNATIVE

INCARCERATION: As alternatives to prison incarceration are being considered by the Courts, the lengths of sentences are not necessarily getting shorter. Parole Boards and Judges are looking for ways to release individuals back into community. Many offenders ask to relocate to other states because they are not always residents of the state they are convicted in. Their families, resources and jobs are in other states.

USE OF THE INTERSTATE COMPACT - A POSITIVE ALTERNATIVE INCARCERATION: (continued) Oftentimes, the more violent offender or untreated offender is being released back into the community sooner than expected. The youthful offender is seen to be bigger and stronger than the supervising officer. These sometimes violent, sometimes untreated and oftentimes younger offenders have been able to relocate faster because transportation is more sophisticated. Supervision of all offenders crossing state lines is critical and can only be successful based on the fact that the offender is provided the same degree and intensity of supervision in the receiving state as he or she would receive in his/or her home state.

Per Compact policy a receiving state is not expected to do more or less for an out of state case than it does for its own cases. The offenders are encouraged to pay off restitution and to complete treatment requirements. Measures are taken if the offenders fail to comply. In spite of problem cases, many offenders successfully complete their sentences while provided supervision in Montana. Those that re-offend or violate conditions of their sentences are often returned to the receiving state or are sentenced to jail or prison. Many Montana's offenders residing in other states successfully complete their sentences each month.

Although there is no perfect solution to preventing crime, if policies and procedures are enforced to provide supervision for another states client as Montana would do for its own and holding the offenders accountable, no matter where the offender originally came from, many of them will successfully complete their sentences.

8. HOW THE MONTANA INTERSTATE COMPACT UNIT IS AFFECTED BY AN INCREASE OF PROBATION AND PAROLE CASELOADS: Interstate caseloads throughout the United States increase as offenders are released back into communities. Montana is no exception. Many offenders have no ties to the states they are sentenced in so they ask to leave the sentencing state. Of real concern are the Compact officials who have been held accountable when offenders travel across state boundary lines and are not provided supervision. Victims are suing. As caseloads increase so does the work. Where there is no additional staff to help with the increase in numbers, Interstate Units across the United States are being forced to change their day to day work priorities in order to meet demands. If there is a shortage of staff to do the work, communications, paperwork and cooperation becomes selective! The way the Compact is required to do business has not changed but enforcing the Compact changes when there are too many cases and no efficient way to manage it. The Compact unit, a critical component of any Department of Corrections, should always have the support staff and equipment to handle the increase in caseloads.

The Montana's Interstate Unit works hard for the State of Montana. It continues to be in compliance and works to remain flexible to make any changes. It's record keeping and computerized records is adequate and possibly even more updated than most states. The Montana probation and parole officers rely heavily on the information they receive from the Interstate Unit and they depend on being kept informed of Compact issues.

HOW THE MONTANA INTERSTATE COMPACT UNIT IS AFFECTED BY AN INCREASE OF PROBATION AND PAROLE CASELOADS: (Continued) The Unit also emphasizes communications and cooperation when working with other states. The Montana Interstate Unit has a responsibility to provide criminal record information to law enforcement at any time on the entire Montana probation and parole caseload. As organized and hardworking as the Interstate staff may be, it is sometimes difficult to keep up with the demands and day to day emergencies that occur. It is anticipated, that the Montana Department of Corrections, when planning its budget, will always consider the Interstate Unit's needs to meet the adult and juvenile criminal populations growth.

9. **COMING INTO THE YEAR 2001:** The Montana Legislature will review new Interstate Compact legislation in 2001 to determine whether or not to establish an updated, enforceable Compact that the Montana citizens and victims will benefit from. Because the existing Compact is over 60 years old, many Compact Administrators consider it to be outdated and somewhat slow to receive or transfer information between states. There is no nationwide data base system that monitors the flow of offenders between states so the somewhat fragmented system makes it difficult to adequately account for all offenders when there are as many as a quarter of million offenders who cross states lines each year.

The National Institute of Corrections has studied the Compact and evaluated it's success through information, surveys, scheduled conferences and written suggestions from many Compact Administrators throughout the United States. The consensus is that most feel strongly that the existing Compact must have more statutory authority to enforce rules. And in order to achieve the purpose of the Compact, an independent Compact operating authority will be created to administer ongoing compact activity at a national level. The compact or "Commission" that it will be referred to, will establish uniform procedures to manage the movement of adult offenders between states. In addition, each state will create a state council that is responsible for the appointment of the commissioner, who shall serve as the state's voting member of the Interstate Commission. The state councils membership must include one representative from the legislative judicial and executive branches of the government, victims groups and the Compact Administrator. Each state council shall exercise oversight and advocacy concerning its participation in the Interstate Commission activities. Each membering state will be assessed an annual fee based on a formula developed by the Interstate Commission. The formula will take into consideration the state's population and volume of offenders crossing state lines. The revenue collected must be in a total amount sufficient to cover the Interstate Commissions annual budget that is approved each year and to also cover the cost of the internal operations and activities of the Interstate Commission and its staff. If the Montana legislature agrees to the new "Interstate Commission" the Montana Department of Corrections Unit and its staff are prepared to meet the goals and objectives of the new Interstate Commission.

By C. Perrin



Jan. 11, 2001

Fact Sheet

SB 40

New Interstate Compact offers better offender tracking and monitoring for high-risk groups

Montana legislators are asked to approve a new Interstate Compact for adult offenders that would update policies for how offenders are managed in their authorized moves to other states. This compact also protects the rights of the victims through the control and regulation of the interstate movement of offenders.

The proposed compact is similar to those approved already in nine states and would allow for better tracking of offenders and enforcement of rules. The new compact would provide for more enforcement of policies for central tracking of high-risk groups like sex offenders. The current compact is 60 years old and lacks enforcement mechanisms to help probation and parole officers keep track of offenders and provide supervision.

More than 250,000 offenders transfer from one state to another. Montana has more than 1,000 adult offenders residing in other states under supervision. Montana authorities supervise about 434 offenders from other states.

Thirty-five states must pass the new legislation in order to create a national commission to oversee the new compact. In the west, Colorado, Idaho, Hawaii, Washington and California have passed the bill. Those states that do not pass the legislation will not be allowed to transfer their offenders to the states that are enforcing the new compact. Montana transfers a majority of its offenders to the western states and relies on them to accept the supervision of the offenders. If Montana does not pass the new legislation it would be restricted to transferring offenders to other states that did not pass the legislation. This would increase the workload for the probation and parole officers in Montana.

Many offenders arrested and sentenced in Montana are residents of other states who may have employment there. They owe considerable amounts of restitution, fines and other fees to the sentencing courts in Montana. Offenders who can continue their employment and pay their financial obligations to the court help Montana's economy.

The national commission would establish uniform procedures to manage movement between the courts, probation and parole officers, correctional institution and other criminal justice agencies. Each state also will have a state council with representatives from the victim groups, and the legislative, executive and judicial branches of government as well as the compact administrator.

Montana would pay about \$18,000 in dues to the national commission. Other costs of the program would be absorbed by the state Department of Corrections, which oversees the current Interstate Compact. The new program would allow the commission to impose fines on member states that violate policies.

PRERELEASE CENTERS

QUESTIONS AND ANSWERS

Doug Barnes

1. WHAT ARE PRERELEASE CENTERS?

Prerelease Centers are community based correctional facilities operated by non-profit Montana corporations under contract with the Department of Corrections. The facilities provide supervision, counseling, assistance in locating employment, life skills training and guidance. They function as a component of the correctional system. They provide services for adult male and female offenders who:

- A. Are released from MSP and MWP,
- B. Have been committed into the custody of the Department of Corrections,
- C. Have been placed on probation, but require more structured supervision, training and counseling or,
- D. Are parole violators requiring less restriction than a traditional prison setting.

The programs offer an alternative to the direct release of the offender from the prisons to the community and give the person an opportunity to adjust to the community in a gradual, controlled manner. Transitional steps are provided to prepare the offender for release into free society.

2. WHERE ARE THE PRERELEASE CENTER PROGRAMS LOCATED AND HOW MANY OFFENDERS DOES EACH PROGRAM HAVE THE CAPACITY TO SERVE?

There are currently four Prerelease Center Programs in Montana. A 40 bed adult male prerelease center in Helena will open in May, 2001.

<u>Center</u>	<u>Male Beds</u>	<u>Female Beds</u>	<u>Total</u>
Missoula	80	20	100
Butte	90	40	130
Billings	105	17	122
Great Falls	80	28	108
Helena (opens May, 2001)	40		40
	<u>395</u>	<u>105</u>	<u>500</u>
	<u>Grand Total:</u>		<u>500</u>

3. HOW ARE OFFENDERS SCREENED FOR PRERELEASE CENTER PROGRAMS, TO PROVIDE FOR PUBLIC SAFETY?

Offenders incarcerated at the Montana State Prison and Montana Women's Prison are screened by a State Screening Committee which includes a representative from the prison, and a representative from the Board of Pardons and Parole, Probation and Parole, and the Community Corrections Division. Prerelease Center personnel also attend the screenings.

The process includes personal interviews with eligible offenders by the screening committee, a careful review of the offender's criminal history and his/her conduct at the institution. The intent of the screening process is to assess if the offender's placement in the community will jeopardize public safety, determine the appropriateness of the offender for a minimum security setting and to assist in the determination of the offender's chances of success in a Prerelease Center Program.

When an offender is approved by the State Screening Committee, for referral to a Prerelease Center, a referral packet is prepared, forwarded to the prerelease center, and a thorough paper review is conducted by a local screening committee. Local Screening Committees are community-based teams and their membership typically includes a representative from the Prerelease Center, a member of the Prerelease Center's Board of Directors, Probation and Parole Officer, representatives from local law enforcement and a local citizen.

Offenders committed into the custody of the Department of Corrections may be referred to a Prerelease Center Program in lieu of being incarcerated in prison. These offenders are screened by Probation and Parole personnel, via a "Risk and Needs Assessment." If the offender is appropriate for a Prerelease Center placement, the Probation & Parole Bureau prepares a referral packet, forwards the packet to the Prerelease Center and again, a thorough paper review is conducted by the local screening committee for approval or disapproval.

Offenders violating their probation may be recommended for placement at a Prerelease Center by the offender's judge, in lieu of incarceration in prison. However, the center's local screening committee makes the final decision via a thorough paper review.

Offenders violating their parole may also be recommended for Prerelease rather than being returned to prison. The Board of Pardons and Parole makes this determination with input provided by the offender's Probation and Parole Officer and the center's local screening committee.

4. **WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR OFFENDERS REFERRED TO A PRERELEASE CENTER PROGRAM FROM THE MONTANA STATE PRISON AND MONTANA WOMEN'S PRISON?**

1. Offenders shall be within twenty-four (24) months of parole eligibility or discharge.
2. Offenders making application for placement at a Prerelease Center **shall not have medical or psychological problems which require hospitalization** or extensive and costly community-based care. If an offender placed in a Prerelease Center has medical/psychological problems requiring treatment over and above what the offender can afford to pay, the offender may be returned to the state correctional facility for treatment.
3. Offenders shall be physically and mentally **capable of work**, educational or vocational training. If unable to work, offenders must be able to financially subsidize their stay at the Prerelease Center. Offenders with disabilities shall not be discriminated against, however, they must be able to financially subsidize their stay at the Center to the same extent that any other offender would be required to do.
4. Offenders in need of treatment must **consent to outpatient treatment** in the community. Offenders will be required to pay for all treatment costs if they are financially able.
5. Offenders with detainers shall secure verification that the **detainers** are **resolved** to the satisfaction of the state correctional facility and the Community Corrections Division prior to referral to a Prerelease Center.
6. Offenders shall be **free of felony escape convictions** for a minimum of three years before being considered for referral and/or placement at a Prerelease Center.

Factors such as escape history, detention, increase in custody or previous conduct at a Prerelease Center may be considered in determining the appropriateness of any offender placement at a Prerelease Center.

5. **WHAT SECURITY MEASURES ARE UTILIZED AT A PRERELEASE CENTER TO PROVIDE FOR OFFENDER, PERSONNEL AND PUBLIC SAFETY?**

A very high percentage of offenders entering a Prerelease Center Program have been involved in drug related crimes and have a history of chemical dependency. As a result of the high percentage of chemical abuse, **the Prerelease Centers have on-site drug and alcohol screenings**. Offenders are required to provide urine and breath samples upon

request. Generally, an offender's urine or breath sample, if determined positive for alcohol or a controlled substance, is cause for returning that individual to the prison.

Offenders are also subject to **room, vehicle and personal searches**. These searches are a means to control offender property and guard against theft both in the facility as well as in the community. Offenders are required to develop weekly plans for all money spent in the community. This budget planning is designed to provide a safeguard against misuse of allocated funds. Twenty-four hour agendas are also planned by the offender, with assistance from his/her counselor and monitored by Prerelease Center personnel via random "on-spot" and telephone checks.

6. WHAT ARE THE COST BENEFITS TO THE STATE?

With the state prison population continuing to expand, it is necessary to promote cost effective measures to reduce overcrowding, lower recidivism rates, and provide public safety. While no single factor within the corrections system can provide a complete solution to each of the challenges, the Prerelease Center Programs respond to these issues and is an important element of effective corrections management. The daily cost for an offender in a Prerelease Center is \$40.06 for male offenders and \$49.64 for female offenders, versus \$61.36 for offenders at the Montana State Prison and \$107.96 for offenders at the Montana Women's Prison.

A room and board charge averaging \$10.00 per offender, per day, is assessed Prerelease offenders so they can help share with the burden of the cost of their incarceration. In FY 2000, offenders paid a total of \$1,364,607.37 towards their room and board:

Prerelease Center

Missoula	\$193,285.05
Butte	\$471,279.00
Great Falls	\$284,782.12
Billings	\$415,261.20
Totals:	\$1,364,607.37

7. WHAT DO OFFENDERS CONTRIBUTE TO SOCIETY WHEN THEY PARTICIPATE IN PRERELEASE CENTER PROGRAMS?

Offenders participating in a Prerelease Center Program are able to gain employment to help support their family. They also help pay for medical expenses, make restitution payments,

pay taxes and save money for release. All these aspects of Prerelease contribute to easing the offender into accepting responsibility.

From July 1999 through June 30, 2000, male and female offenders participating in Prerelease Center programs earned approximately \$4,101,338.27 in offender earnings, paid \$106,938.88 in restitution and fines, paid \$759,428.73 to income taxes, completed 18,607 hours in community services, placed \$332,797.74 toward medical expenses, completed 783,121.62 employment hours and paid \$293,728.74 for family and child support.

8. HOW MANY MORE BEDS ARE ANTICIPATED FOR PRERELEASE CENTER PROGRAMS AND WHERE?

The city of Helena has approved a 40 bed prerelease center for adult male offenders. The center will open in May, 2001.

9. WHAT ARE THE BASIC CRIMES OF OFFENDERS PARTICIPATING IN PRERELEASE CENTER PROGRAMS?

Property crimes appear most often with both male and female offenders incarcerated in a prison setting. The most common property crimes include burglary, theft, bad checks and forgery.

Fairly recent Prerelease Center statistics reflect the following basic types of crime, listed from most to least common:

- ▶ theft
- ▶ burglary
- ▶ 4th offense DUI
- ▶ criminal sale of dangerous drugs
- ▶ forgery
- ▶ criminal possession of dangerous drugs
- ▶ assault
- ▶ domestic abuse
- ▶ bad checks
- ▶ criminal endangerment
- ▶ robbery
- ▶ criminal mischief
- ▶ deliberate homicide/negligent homicide
- ▶ bail jumping
- ▶ escape/sexual intercourse w/o consent
- ▶ sexual assault

10. HOW MANY OFFENDERS HAVE ESCAPED FROM PRERELEASE CENTER PROGRAMS?

FY1998 - TOTAL: 30
FY1999 - TOTAL: 19
FY2000 - TOTAL: 21

The following is a FY2000 listing of escapes from the Prerelease Centers:

Total escapes from Billings	5
Total escapes from Butte	2
Total escapes from Great Falls	8
Total escapes from Missoula	6
Total:	21

Escapes typically occur from the offenders employment site or en route to and from the employment site and in-between Center movement counts. These also occur less frequently, on a job search pass, treatment pass or community pass.

11. HOW DOES THE DEPARTMENT OF CORRECTIONS KNOW THE PRERELEASE CENTERS ARE PROVIDING THE SERVICES STIPULATED IN THEIR PURCHASE OF SERVICE CONTRACTS?

A formal program and facility audit is conducted annually at each Center. The audits identify existing or potential problems, analyze and evaluate each Center's program to determine efficiency and contribution to the overall mission of the facility and Department, as well as the service needs of the offenders. The audits include:

- 1) an inspection of the facility
- 2) case management review
- 3) review of the security program
- 4) personnel manual and personnel policy review
- 5) financial management review including offender financial records
- 6) safety/medical/food services/sanitation inspection
- 7) purchase of service contract review and
- 8) interviews with personnel and offenders

Documentation must be available to clearly demonstrate that the Center is meeting all of the requirements of the audit standard at all times. A written audit report is provided to Prerelease Center Administrators indicating audit findings, specifically noting any existing deficiencies and deviations from prior audits. A time-line for rectifying deficiencies is stipulated in the audit report.

12. HOW HAVE FELONY DUI OFFENSES AFFECTED PRERELEASE PROGRAMS?

Department of Corrections data reflects there were 141 DUI offenders in Prerelease in FY98, 158 in FY99, and 212 in FY2000.

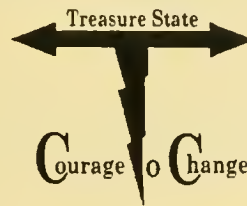
To respond to these demands, in March 1998, the Department contracted with the Butte Prerelease Center to provide a comprehensive pilot chemical dependency program, separate from their Prerelease Center program, for adult male and female offenders. This program, having a capacity for 30 offenders, and up to 60 days in length, provides chemical dependency services for:

- 1) Offenders committed to the Department of Corrections in which it is determined that the offender is in need of chemical dependency programming. **This population includes 4th time DUI offenders;**
- 2) Parolees violating a condition(s) of their parole to a level that could cause them to return to the custody of the Department of Corrections;
- 3) Offenders at MSP or MWP that are mandated by the Board of Pardons and Parole or court ordered to complete chemical dependency programming prior to release; and
- 4) Offenders participating in prerelease center programs violating as a result of alcohol/drug use.

The Department plans to develop another chemical dependency program, similar to the Butte program, in another location.

TREASURE STATE CORRECTIONAL TRAINING CENTER

BOOT CAMP PROGRAM



1. Treasure State Correctional Training Center (Boot Camp)

The first male trainee's (offenders) were accepted in July 1993 at the Swan River facility in the Swan Valley. Between August and October of 1997, the program was transitioned to a new site on Department of Corrections property west of Montana State Prison and was named the Treasure State Correctional Training Center (TSCTC). During the month of November 1997 the first trainees enter the new facility. On January 19, 1999 the first female trainees were admitted to the program. There were very few operational changes to the program and it remains under the supervision of the Community Corrections Division of the Department of Corrections.

The Correctional Training Center (CTC) is a co-ed correctional facility for adult offenders (called trainees while in the program). The program is based on a military format, which stresses military tradition, bearing, physical training and drill and ceremony. The 90 to 120 day program combines treatment and rehabilitation programming in an intensive, structure and disciplined correctional environment. CTC is a voluntary program and all trainees must sign a waiver stating that they have been informed about the program. That certain privileges, which they may be afforded at other correctional facilities, are not available to them in this program, and they must agree to abide by the strict discipline and physical standards while adhering to a intensive treatment program.

2. Why was the program established?

TSCTC was established as an alternative to long term incarceration, as a method of reducing long term costs of keeping selected offenders incarcerated, and to provide a positive atmosphere for change.

3. What are the eligibility requirements?

Individuals who volunteer for the program are initially screened by the CTC Institution Probation and Parole Officer (IPPO), who verifies that they meet the

basic requirements for entrance into the program. Those who qualify for the program are then presented to the CTC screening committee. The screening committee is made up of DOC personnel, local citizens and law enforcement personnel.

Individuals screened for the program are referred from a broad range of correctional entities, those being: Montana State Prison, Montana Women Prison, all Regional Prisons, Department of Corrections (DOC) placements, and referrals from district court of individuals on probationary status.

To be eligible for the program an individual must:

- be convicted of a felony offense other than those punishable by a death sentence
- be serving a sentence of one year or more, except in the case of an individual on probationary status
- not be designate as a "dangerous offender"
- not have a pattern of predatory violent behavior or escape
- be classified as either minimum or medium custody
- not have outstanding detainers or warrants
- not have physical limitations (which would prevent strenuous activity)
- not have mental impairments (which would unduly restrict participation)
- pass a medical exam to ensure sufficient health for participation, and
- may not be admitted to the program more than twice.

All individuals accepted into the CTC program must have a recommendation from their sentencing judge or the Bureau of Parole (BOP). Statute does not allow the courts to make direct commitments to the program. The court may recommend an offender for the program, but placement is contingent upon the individual meeting the eligibility requirements criteria and approval of the CTC screening committee.

4. **How does the program operate?**

The program involves strict discipline, regimentation, and physical fitness standards while incorporating an intensively structured treatment program. During the trainees' stay, they are required to participate in **all** segments of the program. Due to the short duration of the program, the amount of material to be covered, and the goals that need to be accomplished. treatment and counseling are afforded on a group basis. For the program to be beneficial, it is necessary to adhere to strict guidelines; if a trainee's needs fall outside of what is offered by the program, it may be necessary to transfer that trainee to another correctional facility where those needs can be address on a more personal basis.

The program was originally designed as a 90-day program, but due to medical and disciplinary reasons, an additional thirty days are available to make up for days lost. The trainee must commit to making 100% effort 100% of the time, both physically and mentally, while in the program. If they are sick, they lose that day and must make it up. If they are in segregation awaiting a hearing or disciplinary sanctions, they lose those days and must make them up before they can graduate. The trainees do not receive good time nor do they get paid while they are in the CTC program. The program provides an opportunity for the trainees to change their criminal behavior and thinking to help prevent future victimization and to help them become physically fit and healthy.

5. What type of treatment and counseling are offered at CTC?

Treatment programming consist of anger management, substance abuse education, chemical dependency counseling, GED classes, criminal thinking errors, " Seven Habits of Highly Effective People" class, parenting skills, health education, release preparation, victimology and victim impact. Trainees are required to participate in **all** treatment and education programs. If the trainee has a high school diploma or a GED and test below the seventh grade level, they are required to participate in the school program. If they do not have a GED or high school diploma, they must prepare for and if possible complete the GED examination.

6. How is the individual trainee's progress monitored?

The CTC program is separated into five phases. Each phase has minimum standards, which the trainee must satisfy before progressing to the next phase. The Program Review Team reviews the trainee's progress approximately every three weeks. The team reviews all written documentation and listens to oral reports from program facilitators and drill staff when determining whether a trainee should advance or regress in the program. Trainees are given the opportunity to address the Program Review Team and discuss their progress, etc.

7. What happens to the trainee upon completion of the CTC program?

Intake takes place every third Tuesday, and graduations occur almost weekly depending on when the trainees' individual 90 to 120 day program requirements are satisfied. There are four squads at different phases in the program at all times. The trainees don't necessarily stay with the squad in which they arrived. A trainee may be demoted to a lower squad, depending on attitude, progress, and discipline. Upon graduation, a high majority of trainees will be transferred to the Great Falls Aftercare Program, where they (now known as booters) stay from one to sixty days while awaiting sentence reduction paperwork to be processed and or release

planning to be accomplished, or a select few may be released to the Intensive Supervision Program (ISP). The booter may be required to participate in a combination of release options such as Aftercare, Pre-Release, and then ISP. The release plan is coordinated through CTC's Institutional Probation and Parole Officer, the Probation and Parole Officer II at the Aftercare program, the sentencing court, and the Probation and Parole Officer in the receiving community.

8. How do the females do in the CTC program?

The female trainees seem to have a hard time in the beginning and take longer to adapt to the regimentation and disciplines of the program. Once they understand what the program is trying to accomplish and what is expected from them, they do quite well. They follow the very same program as the males, with the exceptions of dressing and sleeping in separated areas. The females often have family at home that gives them the inspiration and endurance to succeed in the program. As of 1/3/2001, 28 females have entered the program, 17 females have graduated and 5 females are participating in the program. At present there are 5 females on the waiting list.

9. What is the capacity of the program, and the current average daily population?

The Treasure State Correctional Training Center was designed to accommodate 60 trainees. The combined (male and female) average daily population as of October 31, 2000 was 45.50. Current population as of January 2, 2001 was 56 trainees.

10. What statistical data is available on the CTC program?

The Treasure State Correctional Program and the Great Falls Boot Camp Aftercare Program have been sharing statistical data. (Please see following page.)

The following reflects the data recorded since inception of the CTC program on July 13, 1993 through December 30, 2000.

New Admissions from MSP/MWP	673
DOC Direct Transfers	272
Probationers	56
Re-Admissions	85
Total Admissions	1086
Number of Graduates	510
To Great Falls Aftercare	485
To Intensive Supervised Probation	25
Number of Intakes	122
Average received at intake	9

Received		Returns	
MSP	660	MSP	556
		Medical	31
		Non-participation	525
MWP	13	MWP	4
		Medical	0
		Non-participation	4
DOC	272	Court (Probationers)	16
Males	263	Medical	0
Females	9	Non-participation	16
Probationers	56		
Males	51		
Females	5		
Readmission	85		
Total	1086	Total	576

